

NAVODAYA VIDYALAYA SAMITI-JAIPUR REGION

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**(SHOULD BE ENCLOSED WITH EACH APPLICATION DULY COMPLETED IN ALL RESPECT)**

|    |                                                                                                                                                                                                                 |  |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 1  | Name and designation of the employee                                                                                                                                                                            |  |
| 2  | Date of entry in the Samiti                                                                                                                                                                                     |  |
| 3  | Status in the Samiti i.e. Temporary / Permanent / Deputation (if declared permanent give reference no. of such order)                                                                                           |  |
| 4  | Number of applications already forwarded in this calendar year (Except UPSC/ SSC)                                                                                                                               |  |
| 5  | Post applied for                                                                                                                                                                                                |  |
| 6  | Nature of Post i.e. Direct / Deputation                                                                                                                                                                         |  |
| 7  | Scale of the Post applied for                                                                                                                                                                                   |  |
| 8  | Name of the authority and complete address of the department where application is to be forwarded.                                                                                                              |  |
| 9  | Status of the organization where application is to be forwarded i.e. Private/ Central Govt. / State Govt. / PSUs /Autonomous Body etc.                                                                          |  |
| 10 | No. of the notification / advertisement issued by the department concerned.(Enclose copy)                                                                                                                       |  |
| 11 | Name and date of the newspaper in which vacancy published.                                                                                                                                                      |  |
| 12 | Last date for submission the application.                                                                                                                                                                       |  |
| 13 | <b>Whether there is any indication in the advertisement / vacancy notification to submit the NOC from the serving department at the time of submission the application. If so indicate the details thereof.</b> |  |
| 14 | Whether undertaking in Annexure- II has obtained from the individual & enclosed                                                                                                                                 |  |
| 15 | Recommendation of the Principal                                                                                                                                                                                 |  |

Contd....2

## Certificates:-

|     |                                                                                                                                                                                                                                                                                                                                               |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | It is certified that the Annual Property Return (Declaration of Assets and Liabilities by public servant under section 44 of the Lokpal and Lokayuktas Act, 2013) has been received duly filled up in the prescribed format from Mr. /Ms/..... on ..... Which is placed in his/her service records for future reference and necessary action. |
| ii  | It is certified that including this application of Mr./Ms. .... has not been forwarded more than two/four times in this calendar year (Excluding application to UPSC/ SSC).                                                                                                                                                                   |
| iii | It is also certified that no disciplinary proceeding has been pending or to be contemplated in respect of Mr./Ms. .... under CCS/CCA Rules 1965.                                                                                                                                                                                              |
| iv  | Contents of the application and enclosures are verified from the record available in the personal file of Mr./Ms. ....                                                                                                                                                                                                                        |
| v   | <b>It is also certified that Mr/Mrs/Ms is not in currency period of the penalty imposed upon him/her under CCS (CCA) Rules 1965, as on date.</b>                                                                                                                                                                                              |

(Signature)

Principal

JNV:- .....

**Enclosures: -**

- 1- Copies of the application forms in duplicate (Including Original).
- 2- Undertaking in Annexure-2
- 3- Cutting of the advertisement of concerned newspaper in response or vacancy notification in response to application submitted.

**UNDERTAKING**

I ..... working as ..... in JNV : ..... Distt :  
..... hereby give an undertaking that in the event of my selection to the post  
of ..... in the department of ..... applied by me in  
reference to the advertisement No. .... published in ..... on  
..... I will tender my resignation from the present post held by me in the Navodaya  
Vidyalaya Samiti before joining the new post.

Date : .....

Place : .....

Signature: .....

Name : .....

Designation : .....

**COUNTER SIGNATURE**

Principal

Jawahar Navodaya Vidyalaya Distt : .....