

ER Sheet Data Entry Form

Basic Data

Officer ID No. Details

Service	CSS	Cadre GROUP C		Sub Cadre	LOWER DIVISION CLERK	Id No.	Will be allocated by CS Division, LNB
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Select List Year (Allot Year)

Name Details

Title	First Name	Middle Name	Sur Name
	DEEPAK		Initials

CSL No./
SCSL No: (if known)

Sex	<input checked="" type="checkbox"/> Male	<input type="checkbox"/> Female	Date Of Birth	10-05-1991	Date of Retirement	31/05/2051
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Community	UR	Religion	HINDU
Father's Name	Surender		

Birth Details

Birth Place	VILL PATLA DISTT SONEPAT	Birth State/UT	HARYANA	Nationality	INDIAN
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Birth District	10-05-1991	Mother Tongue	HINDI
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Domicile	SONIPAT	Physically Handicap Status	NA
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Blood Group	A+	Identification Marks	A CUT MARK IN RIGHT HAND
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Marital Details

Marital Status	UNMARRIED	Spouse Name	
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Spouse Nationality	
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Joining Details

Source of Recruitment	THROUGH STAFF SELECTIO N COMMISS ION	Joining Date	08.12. 2014	Retirement Details	31.05.2051
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Departmental Examination Details

	Level	Year	Rank
1	NIL		
2			
3			

Details of deputation (if applicable)

Name of the Office	Post held at that time in parent office	Name of post (selected for deputation)	Period of deputation	
			Since	From
	NIL			

Details of Foreign Visit

Sl. No.	Place of Visit	Date of visit	Post held at that time	Whether it is a personal or official visit	Details of visit
		NIL			

Transfer/Posting Detail (if applicable)

Place	Period of posting		
	Since	From	
	NIL		

Remarks (if any)				
Language known				
		Read	Write	Speak
Indian Languages Known	HINDI	YES	YES	YES
2				
3				
4				
5				

Foreign Languages	ENGLISH	YES	YES	YES
1				
2				
3				

Qualification (Use extra photocopy sheets for multi qualifications, experience, training, awards details)

Qualification	Discipline	Specialization 1		
12 th	ARTS	NIL		
Year	Division	CGPA	Specialization 2	
2009	FIRST CLASS	58%	COMPANY LAW AND SECRETARIAL PRACTICE	
Institution	University	Place	Country	
HANSRAJ SHIKSHA SADEAN ST.SEC. SCHOOL JAKHAULI	HBSE	JAKHAULI	INDIA	

Experience

Type of Posting	Level		
GROUP C	Group C		
Designation	Present Position		
Lower division	Lower division clerk		
Ministry	Department		
Ministry of water Resources	Central Water and Power Research Station, Pune		
Office	Place		
Central Water and Power Research Station	Pune		
Experience Subject	Period of Posting		
Major	Minor	From	To

Note:-Refer the Annexure to fill above Major, Minor Subjects and below given training subject

Training			
Training Year	Training Name	Training Subject	
	Field Visit Country	Field Visit Place (within India)	
Sponsoring Authority	Period of Training	Duration	Result

	From	To	(in Weeks)	Qualified
				Not Qualified
Awards/Publications				
Type of Activity:		Academic	Non Academic	
Activity Area		Activity Subject	Activity Title	
Day	Month	Year	Activity Description/Remarks	Level

Note: (i) Concerned CSS Officer is responsible for the correctness of information sent through ER Sheet proforma.

(ii) Subject to verification by the concerned administrative authorities.

Date :

Place :

Information checked and verified – by

Signature of Officer

Section Officer		Ministry/ Department		
E-mail id		Room NO.	Building Name:	
Phone NO.		Wing No.		