

ER Sheet Data Entry Form						
Name of Organization : CENTRAL WATER AND POWER RESEARCH STATION, PUNE						
Employee No. :E1648						
Service	-	Designation	ASSISTANT ACCOUNTS OFFICER	Sub Cadre	---	
Joining Date : 12.12.2019						
Name Details						
Title	First Name	Middle Name	Surname			
MR.	HEMLATA	RAVINDRAN	NAIR	Initials		
Identity Card No. : 2389						
Sex	FEMALE	Date Of Birth (DD-MM-YYYY)	31-08-1969	Date of Retirement	31-08-2029	
Community	NAIR	Religion	HINDU			
Father's Name	S. RAVINDRAN NAIR					
Birth Details						
Birth Place	PUNE	Birth State/UT	MAHARASHTRA	Nationality	INDIAN	
Birth District	PUNE	Mother Tongue	MALAYALAM			
Domicile	INDIA	Physically Handicap Status	N/A			
Blood Group	B +VE	Identification Marks	BIRTH MARK ON RIGHT WRIST			
Marital Details						
Marital Status	SINGLE	Spouse Name	N/A			
Spouse Nationality	N/A					
Joining Details						
Source of Recruitment	SSC	Joining Date	20.10.1992	Retirement Date	31-08-2029	
Departmental Examination Details (If applicable)						
	Level	Year	Rank			
1						
2						
3						
Remarks (if any)						
Languages known						
	Name of Language	Read	Write	Speak		
Indian Languages Known	HINDI	YES	YES	YES		
2	ENGLISH	YES	YES	YES		
3	MARATHI	YES	YES	YES		
4	MALAYLAM	YES	YES	YES		
Foreign Languages Known						
1						

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
DIRECTORATE OF FIELD PUBLICITY MIN. OF I & B	LDC	ACCOUNTANT IN ZAO CBDT PUNE	23.10.2007	22.10.2010

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
		N/A			

Transfer/Posting Detail (if applicable)

Place	Period of posting	
	Since	From
PAO, MSME, Ministry of Industries, Mumbai	3.7.2014	17.7.2015
ZAO, CBDT, Pune	20.7.2015	10.12.2019

Qualification (Use extra photocopy sheets for multi qualifications, experience, training, awards details)				
Qualification		Discipline		Specialization 1
BSL, LLB		LAW		
Year	Division	CGPA/ % Marks	Specialization 2	
1995				
Institution	University	Place	Country	
SYMBIOSIS LAW COLLEGE	PUNE	PUNE	INDIA	
Experience				
Type of Posting		Level		
AAO		9		
Designation		Present Position		
AAO		AAO		
Ministry		Department		
MOWR		CWPRS		
Office		Place		
CWPRS KHADAKWASALA PUNE		PUNE		
Experience Subject		Period of Posting		
Major	Minor	From	To	
-	-	-	-	
<i>Note:-Refer the Annexure to fill above Major, Minor Subjects and below given training subject (minimum 1 week & above)</i>				

Training					
Training Year		Training Name		Training Subject	
Level	Institute Name, Place		Field Visit Country	Field Visit Place (within India)	
Sponsoring Authority		Period of Training		Duration	Result
		From	To	(in Weeks)	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 CCS Officer is responsible for the correctness of information sent through ER Sheet Performa.

(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.	