



प्लाज़्मा अनुसंधान संस्थान
Institute for Plasma Research
भाट, इंदिरा ब्रिज के पास, गांधीनगर – 382 428 (भारत)
Bhat, Near Indira Bridge, Gandhinagar – 382 428 (India)
Website : www.ipr.res.in



Advertisement No.: 06/2026

Application No.:

(To be filled by IPR)

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Application Form for the post of Chief Administrative Officer

(TO BE FILLED IN CAPITALS)

(Note: Please read the Advertisement, Essential Qualifications, Important Instructions and other details given on the website www.ipr.res.in carefully before filling-up the Application Form)

1. **Full Name:** Dr./Mr./Mrs./Ms.
2. **Field of specialization:**.....
3. **Date of Birth:** (In words)
4. **Place of Birth:**
5. **Father's/Spouse's Name:**.....
6. **Gender :** Male/Female:
7. **Mailing Address:**.....

.....
.....

Pin Code:

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Tel. No (with STD code): Mobile :

E-mail ID:.....

8. **Permanent Address:**.....

.....
.....

Pin Code:

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9. **Marital Status:**

10. **Nationality:**.....

11. **Category** (General / OBC/ SC/ ST/EWS) :.....

12. **Physical disability, if applicable:**.....

Name of the Applicant:-

Signature with date:-

13. Details of Fee Payment i.e Demand Draft, if applicable: (DD No., Date of Issue & Bank Name):

14. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Regular or Permanent:

15. Educational Qualifications (Use separate sheet if required):

Sr. No.	Examination/Degree	Name of Board/ University	Percentage of Marks/Final Grade	Subject(s)	Year of Passing
1	SSC (10 th Standard)				
2	HSC (12 th Standard)				
3	Bachelor's Degree (.....)				
4	Master's Degree (.....)				
5	Any other qualification				

(Please attach self-attested photocopies of the mark sheet in support)

16. Details of Employment: (give particulars in descending order starting with the present post):-
(Attach supporting document of each entry and use separate sheet if necessary)

S. No.	Name of the organisation	Designation	Pay level; Pay stage with Basic Pay	Tenure (from - to)* *in DD/MM/Y YYY format	Total Tenure (in years)	Part Time/ Contract Basis/ Ad-hoc/ Temporary / Regular /Permanent	Nature of duties
1							
2							
3							
4							

Any other relevant information, if not given above:

Name of the Applicant:- _____

Signature with date:- _____

17. Participation in Training Course/Conference/Seminar/ Workshop (Only relevant to the post):

S. No.	Training name	Conducted by	Subject of training	From date - to date
1				
2				
3				
4				

18. List of Enclosures: (Should be properly marked with annexure number, and use separate sheet if required)

Yes/No	Total No.	Annexure No.	
			(a) Copy of Marksheet(s) & certificate of educational Qualification
			(b) Copy of Experience Certificate(s)

19. Name and Addresses of Two Referees (Other than IPR) with phone and email ID

1. Name :
Occupation :
Email :
Phone :
Address :

2. Name :
Occupation :
Email :
Phone :
Address :

20. DECLARATION TO BE SIGNED BY THE CANDIDATE:

I hereby, declare that the information given by me in the Application is true, complete and correct to the best of my knowledge and belief and no material fact having a bearing has been concealed/distorted. If at any time, I am found to have concealed/distorted any information or given any false statement, my application/appointment shall be liable to summarily rejection/termination without notice or compensation.

I hereby declare that I possess the minimum qualification and experience criteria for the post applied as per the advertisement.

Date: _____

Place: _____

(Signature of the Applicant)

Name of the Applicant:- _____

Signature with date:- _____

21. The following information to be filled & verified by the present employer of the applicant:

a.) Whether the Officer have been punished during his/her service or convicted by a Court of Law/ Organization?

Yes/ No :

If yes, give details:

b.) Whether action on the complaint relevance on the vigilance status/integrity of the officer as on date, is pending against the officer?

Yes/ No :

If yes, give details:

c.) Is any case/inquiry pending against the officer in any Court of Law/ Organization/ or by law enforcement agencies?

Yes/ No :

If yes, give details:

d.) Whether any preliminary inquiry or any other vigilance related matter is pending against the officer?

Yes/ No :

If yes, give details:

e.) Whether the officer was denied for NOC in the past while applying for other jobs during his/ her career?

Yes/ No :

If Yes, give details:

f.) Whether memo/show cause/warning have been issued to officer during his/ her career?

Yes/ No :

If Yes, give details:

g.) Whether any criminal proceedings were registered against the officer during his/ her career?

Yes/ No :

If Yes, give details /present status and the final out come thereof:

Name of the Applicant:- _____

Signature with date:- _____

h.) Whether any disciplinary proceedings are pending/initiated/conducted against the officer during his/ her career?

Yes/ No :

If Yes, give details:

i.) Whether any major/minor penalty were given to the officer in any form during his/ her career?

Yes/ No :

If Yes, give details:

j.) Whether the name of the officer appears in the Agreed List during his/ her career?

Yes/ No :

If Yes, give details:

k.) Whether certified copies of APARs for the last five years are enclosed?

Yes/ No :

l.) Whether adverse entries, if any (expunged or unexpunged) in any APAR (s) If yes, year-wise details thereof.

Yes/ No :

m.) APAR grading of the officer for the last five years :

Sr. No.	Year/ Period	APAR Grading
1.		
2.		
3.		
4.		
5.		

n.) Have the officer been declared medically unfit by any organization?

Yes/ No :

o.) Have the officer at any time been asked to submit his/ her resignation or discharged or dismissed on any ground during his/ her career?

Yes/ No :

If Yes, give details:

Name of the Applicant:- _____

Signature with date:- _____

(Certificate to be given by the present employer of the applicant)

It is certified that Mr./Ms._____ is working in this organization in the capacity as _____ from _____ to _____ in pay scale and pay level _____. The competent authority has given its clearance for his/ her applying for the above post and the institution/ organization has no objection to the candidature of the officer being considered for the post applied for as above.

He/ She will be relieved as per the rules, in the event of his selection for appointment in your department. Further, it is also certified that the information given in Sr. No. 21 (point no. a to o) in the application form is correct and completely verified as per records. His / Her integrity is beyond doubt. Also, The ACR / APAR Dossier (duly attested on each page by an officer not below the rank of Under Secretary to the Govt. of India or equivalent) for the last 05 years of the applicant is enclosed.

Place:_____

Date:_____

Fax:_____

E-mail:_____

Signature of Head/Registrar of the Institution

Name:_____

Designation:_____

Address:_____

(Office Stamp)

Name of the Applicant:- _____

Signature with date:- _____