

**Note: Please ensure that no column is left blank; but you may not fill up the column which does not concern you.**

**UNION PUBLIC SERVICE COMMISSION**  
**PROFORMA FOR BIODATA**

<b>FOR OFFICE USE ONLY</b>	
	<i>Index No.:</i> _____
1. File No. _____	2. Date of Empanelment: _____
3 Degree/Diploma/Subject _____	Code: _____
4. Specialisation _____	Code: _____
5. Super/Sub Specialisation: _____	Code: _____

**(Only column nos. 6 to 27 are to be filled in by the Expert)**

6. a) Full Name (Prof./Dr./Sh./Smt./Km.): \_\_\_\_\_

b) Date of Birth : \_\_\_\_\_

(Illustration : If your date of birth is 3<sup>rd</sup> September 1940, please fill it up as 03.09.1940)

c) Community i.e. SC/ST/OBC/General : \_\_\_\_\_

d) Nationality : \_\_\_\_\_

e) Gender : Male/Female

7. Please indicate whether serving under Central Govt./State Govt./Autonomous Organization/University/any other Institution/Pvt. Organization/Central or State Govt. Undertaking or Self employed : \_\_\_\_\_

8. Present Designation, if serving \_\_\_\_\_

Contd...2.....

: 2 :

9. Name of your Office/Organisation/  
Institute/University : \_\_\_\_\_  
\_\_\_\_\_

10. Last Designation and the name of the  
last Organisation, if retired from service : \_\_\_\_\_

11. Date/month/year of Retirement from service : \_\_\_\_\_

12. Particulars of employment/assignment  
taken after retirement from service, if any : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Kindly indicate the name of Service to  
which you belong/belonged e.g. IAS/ IA&AS/  
CSS/IFS/IPS/IRS/and other services  
under Government of India or State Civil  
Service or any other service under  
a state Government or service under any other  
autonomous organisation under the state  
government/Government of India/Private  
Sector/Self Employed : \_\_\_\_\_

14. Scale of Pay : \_\_\_\_\_  
(If retired, indicate the scale of pay at  
the time of retirement or the last pay drawn)

15. Present basic Pay : \_\_\_\_\_  
(If still in service)

Contd...3.....



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20. **Academic/Professional Qualification starting with First Degree or Equivalent : (Example if you are a scholar with a doctorate in any subject, the first degree will be either BA/BSc or equivalent)**

DEGREE/DIPLOMA	YEAR	NAME OF THE UNIVERSITY/INSTITUTION	SUBJECT:MAJOR/ SUBSIDIARY

Contd...5.....

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21. **Field of specialisation: ( To be filled in on the basis of Academic Qualifications and Job/Service Experience only)**

**(Please see the bottom of this page before filling it up)**

MAIN FIELD	SPECIALISATION	SUPER-SPECIALISATION

**# Illustration:**

MAIN FIELD OF STUDY	SPECIALISATION	SUPER-SPECIALISATION
MEDICAL SCIENCES MANAGEMENT LAW	SURGERY PERSONNEL MGT. INTERNATIONAL LAW	THORACIC SURGERY INDUSTRIAL RELATIONS LAW OF THE SEAS

**Contd...6.....**

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22. **Jobs/Positions held during the last 15 years including Current/Last position held (Please state chronologically starting with the job/position held 15 years ago)**

<b>Name of the Office/ Organization</b>	<b>Designation</b>	<b><u>Year</u> <u>From</u>      <u>To</u></b>	<b><u>Job Description</u></b>

**Illustration:-**

<b><u>Field</u></b>	<b><u>Sub Field</u></b>	<b><u>Nature of Job</u></b>
Surgery	Orthopaedic Surgery	Teaching
Surgery	Thoracic Surgery	Applied Side
Management	Personnel Management	Research
Civil Engineering	Geotechnical Engineering	Applied Side
Law	Income Tax Law	Applied Side
Chemistry	Analytical Chemistry	R&D

**Note: Experience in the field other than Teaching and Research is treated as experience on the “Applied side”.**

Contd...7.....

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23. If you claim Research Experience, Please indicate:

- i) Nos. of Independent/Co-Authored Research Papers Published in recognized Journals : \_\_\_\_\_
- ii) Total No. of Students guided for Doctoral/Post Doctoral Research : \_\_\_\_\_
- iii) Total No. of such Students who have successfully completed Research : \_\_\_\_\_

If you claim Experience on the Applied Side(Other than Teaching), Please give a brief account of Duties performed/being performed by you:

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24. Languages Proficiency(Including Foreign Languages):

**(Please see the bottom of this page before filling it up).**

Languages	Level of knowledge

Note: In the Level of knowledge Column, indicate Excellent/Good/ Fair.

Contd...8.....

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**25. Current Membership of Professional Bodies and Awards won (if any) :**

a)	<b>National Level</b>	<b>International Level</b>
1.	_____	_____
2.	_____	_____
b)	<b>National Awards (Indicate Year)</b>	<b>International Awards</b>
1.	_____	_____
2.	_____	_____

**26. Have you ever-faced any Vigilance Enquiry or enquiry by anti-corruption bureau/Central Bureau of Investigation or any other Investigative Organisation :**

Please write YES or NO : \_\_\_\_\_

**If Yes : Please indicate in brief, the details of the Vigilance Enquiry and outcome thereof (If exonerated, a copy of the order passed by the competent authority may be furnished)**

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27. Any other information you may like to furnish to the UPSC :

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**DECLARATION**

**I DECLARE THAT THE ENTRIES MADE IN THE COLUMNS OF THIS PROFORMA ARE CORRECT AND TRUE TO THE BEST OF MY KNOWLEDGE AND NOTHING HAS BEEN EITHER CONCEALED OR MISREPRESENTED BY ME.**

**Place:**

**Date :**

**SIGNATURE**