

Endorsement by the Head of the Institution or Organization

Candidate already employed in Central Govt./State Govt./Autonomous Bodies/PSUs should get the following endorsement signed by his/her present employer

No. _____

Date _____

Forwarded _____ application _____ of _____ Dr./ _____ Shri _____ /
Ms. _____ (Name & Designation)
through proper channel.

It is certified that:

1. Dr./ Shri / Ms. _____ has joined on _____
DATE _____ as _____
DESIGNATION _____ and presently holding the
post of _____
DESIGNATION _____ w.e.f. _____
DATE _____.
2. His/her charter of duties/job profile is attached as Annexure-1 (please attach a separate sheet).
3. No disciplinary/ departmental enquiry is either pending or contemplated against _____ and that he/she is not undergoing any penalty.
4. His/ Her integrity is beyond doubt.
5. The information furnished by Dr./ Shri / Ms. _____ in application form has been verified from official records and found to be correct.

Signature.....

Name.....

Designation.....

Stamp: