

APPLICATION FOR DEPUTATION TO
INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA
HYDERABAD

PART I

Post applied for: **DEPUTY DIRECTOR**

Recent passport size photograph

Stream applied for: **Technical** **F&A** **IT** **Legal**
 (Tick appropriate stream applying for)

(A) Personal details

S. No	Details	
1	Name (In Block Letters):	
2	Organization in which working	
3	Office Address & Telephone Nos.	
4	Residential Address & Telephone No.	
5	Mobile No.	
6	Sex (Male /Female)	
7	Date of Birth	Age:
8	Whether belongs to SC/ST/OBC categories	

(B) Qualifications

1. Educational Qualifications (Graduation onwards):

Examinations passed	University/ Institute/Board	Yr. of Passing	Duration of Course	Subjects	% of Marks

2. Professional qualifications

Examinations passed	University/ Institute /Board	Year of Passing	Duration of Course	Subjects	Percentage of Marks

(C) Service details

(i) Details of post held:

Sl. No	Details	
1	Total No. of years of service in the analogous post	
2	No. of years of service in the present post	
3	Designation and post held	
4	Present Pay scale and Grade pay, if any (attach pay slip)	
5	Date of retirement	
6	Experience in different areas/fields of working:	a) Dept: _____ Yrs:____ b) Dept: _____ Yrs:____ c) Dept:_____ Yrs:____

(ii) Details of employment in chronological order, starting with presently held position (If needed, enclose a separate sheet duly authenticated by your signature in the format below):

Office/Institute/ Organization	Post held	Period		Nature of Appointment (Regular/ Ad- hoc/ Deputation)	Scale of Pay and Basic pay & Grade Pay	Nature of Duties
		From	To			

Pl. mention details of earlier deputation in any cadre to IRDAI:

(iii) Deputation history during the last five years, starting with the latest

Office/ Institute/ Org.	Post Held On deputati on	Period		Scale of Pay and Basic p a y / P a y Band & Grade Pay	Remarks
		Date of deputation	Date of repatriation		

(D) Training undergone in the last five years

Sl. No	Name of the Institute & location	Period of Training
1		
2		
3		

(E) Others

Sl. No	Details	
1	How do you consider your proficiency in Insurance/Financial services? Specify in terms of Average or Advanced	
2	How do you consider your proficiency in computer skills? Specify in terms of Average or Advanced.	
3	Whether you have applied for any other streams in response to the Present Notification? Please mention details:	
4	Any other relevant information, which you wish to furnish	

(F) Suitability

Please state briefly how you find yourself best suitable for the post applied for	
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(G) References (Officers in the cadre of Scale VI and above)

Name & Designation	Address	Contact Nos.
1.		
2.		

Date:
Place:

(Signature of the Applicant)

Part II

Certification of the Organization where the Officer is presently working

1. The qualifications and service particulars given by the applicant are verified with reference to the Service records pertaining to the above officer and found to be correct.
2. Photocopies of the ACRs/APARs (duly attested) for preceding three financial years are enclosed.
3. There are no Vigilance/Discipline/Criminal/Miscellaneous cases pending against the Officer in our records.
4. If the Officer is selected for appointment on deputation in IRDAI, he/she will be relieved within 15 days of receiving the intimation from IRDAI.

(Signature of the Competent Authority
Office seal)