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|  | | ANEXO II |  |
|  | INSTITUTO NACIONAL DE ADMINISTRACIÓN PÚBLICA | |  |

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| CONCURSO ESPECÍFICO | SOLICITUD DE PARTICIPACIÓN: RESOLUCIÓN (BOE ) |
| IMPORTANTE: LEER INSTRUCCIONES AL DORSO ANTES DE RELLENAR ESTA INSTANCIA ( [[1]](#endnote-1)) | |

###### DATOS DEL FUNCIONARIO

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| DNI | | | | |  | | |  | | |  | | | |  | | | |  | | | |  | | |  | | | |  | | | | N.º puestos solicitados | | | | | | | | | | | | | | | | |  | | | |  | | | Reservado RR.HH | | | | | | | | | | | |  | |  | | | |  | |  | | |
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| Primer apellido | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Segundo apellido | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Nombre | | | | | | | | | | | | | | | | | |
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| N.º Registro Personal | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | Grupo | | | | | | | | | Grado | | | | | | | | | | | Cuerpo / escala | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Situación administrativa (marque la que corresponda). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Servicio activo  Excedencia / otras | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |
| Domicilio (a efectos de notificación) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Código postal | | | | | | | | | | | | |  | | | | |  | | | |  | | | | |  | | | | |  | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Localidad: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Provincia: | | | | | | | | | | | | | | | | | | | |
| Tfno. de contacto (con prefijo): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Fax: | | | | | | | | | | | | | | | | | Correo electrónico: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**DATOS DEL PUESTO DE TRABAJO**

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| **DESTINO DEFINITIVO:**  INAP  M. Política Territorial y Función Pública  Otro Min. |...............|  Otra Admón. pública | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dirección General, Organismo o Dirección Periférica, Comunidad Autónoma, Corporación Local | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Denominación del puesto | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nivel del puesto | | | | | | | | | Fecha toma de posesión | | | | | | | | | | | | | | | | | | | | | Cód. provincia | | | | | | | | | | Localidad | | | | | | | | | | | | | | | | | | | | | | |
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**DESTINO PROVISIONAL**:

a)  Comisión de servicio  Nombramiento provisional

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| b)  Reingresado con carácter provisional | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| c) Supuestos previstos en el Art. 72.1. del Reg. Ing. y Prov.:  Por cese o remoción del puesto  Por supresión del puesto | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ministerio / Secretaría de Estado, Organismo o Dirección Periférica, Comunidad Autónoma, Corporación Local | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Denominación del puesto | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nivel del puesto | | | | | | | | | Fecha toma de posesión | | | | | | | | | | | | | | | | | | | | | Cód. provincia | | | | | | | | | | Localidad | | | | | | | | | | | | | | | | | | | | | | |
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| ANTIGÜEDAD: tiempo de servicios efectivos a la fecha de la convocatoria | AÑOS: |  |  | MESES: |  |  | DÍAS: |  |  |
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| Pido se tengan en cuenta para la valoración y posible adjudicación de la/s plaza/s solicitadas los siguientes datos:   1. Base tercera. 3: condiciono mi petición a que el funcionario DNI……………….. obtenga puesto en la localidad de. ………………………….. 2. Base cuarta .5.1: destino previo cónyuge funcionario DNI……………………. en la localidad de …………………………………………... 3. Cuidado de hijos o cuidado de familiar: 1) Cuidado de hijos  2) Cuidado de familiar | | | | | | | | | |

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| COMO PERSONA CON DISCAPACIDAD SOLICITO LA ADAPTACIÓN DEL / DE LOS PUESTO/S DE TRABAJO N.º |  |  |  |  |  |  |  |  |  |  |  |  |
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| doy mi consentimiento para consultar, en su caso, el sistema de verificación de datos de identidad y/o de residencia (rr.dd.522 y 523/2006, de 28 de abril) sí  no | | | | | | | | | | | | |

Declaro bajo mi responsabilidad que conozco expresamente y reúno los requisitos exigidos en la convocatoria para desempeñar el/los puestos/s que solicito y que los datos y las circunstancias que hago constar en el presente anexo son ciertos.

Registro de entrada

Lugar, fecha y firma

GERENCIA – RECURSOS HUMANOS

INSTITUTO NACIONAL DE ADMINISTRACIÓN PÚBLICA

C/ Atocha 106, – MADRID 28012

INSTRUCCIONES PARA LA CUMPLIMENTACIÓN DE LA SOLICITUD DE PARTICIPACIÓN EN EL CONCURSO

1. El impreso debe cumplimentarse preferentemente a máquina. En caso de escribirse a mano, se hará con letras mayúsculas y bolígrafo negro.

2. SITUACIÓN ADMINISTRATIVA: expresar, en su caso, tipo de excedencia u otra situación.

3. DESTINO DEFINITIVO: puestos de trabajo obtenidos por concurso, libre designación y nuevo ingreso.

En los supuestos de “Otros Ministerios u Otras Administraciones”, indicar cuáles.

4. DESTINO PROVISIONAL: supuestos de adscripción provisional por reingreso al servicio activo, comisión de servicios y los previstos en el artículo 72.1 del Reglamento aprobado por el RD 364/1995, de 10 de marzo (BOE de 10 de abril).

Si se desempeñara un puesto en comisión de servicios, se cumplimentarán, también, los datos de puesto al que está adscrito el funcionario con carácter definitivo.

5. En PUESTO/S SOLICITADO/S, el recuadro correspondiente a la unidad de adscripción se cumplimentará con el nombre de la Dirección General, Organismo Autónomo, Delegación Provincial a la que corresponda el puesto.

6. La alegación para valoración del trabajo desarrollado y los méritos específicos se grapará a la instancia, aunque en ningún caso exime de la pertinente acreditación documental.

7. Toda la documentación deberá presentarse, como la solicitud, en tamaño (DIN-A4) e impresa o escrita por una sola cara.

1. [↑](#endnote-ref-1)