



(For Office Use) Job Ref No:Candidate Reference No:.....

APPLICATION FOR EMPLOYMENT

(Please use separate application form for separate post)

Post applied for: _____ Course : _____ Deptt. : _____

First Name:.....Surname: Middle Name:.....

Address:

Email:

Telephone Number (incl. STD)

Home: Mobile:..... Work:

Educational Qualifications : (Attach photocopy of mark sheet in sequence)

<i>Exam Passed</i>	<i>Board/ University</i>	<i>Year of Passing</i>	<i>Subjects</i>	<i>Division</i>	<i>Grade / % of marks</i>
X th					
XI th					
Diploma (If any)					
Graduation					
Post Graduation					
Ph.D / or equivalent					

Additional Qualification

Including specific training or work experience undertaken at school, college during service.

Technical Skills (Computers etc.):

Skills	Institute attended	Subjects / Courses	Qualifications	Duration



EMPLOYMENT HISTORY

(A) Previous employment (Please include all employments.)

Past Employer (if any)	Post Held	Dates		Reason for Leaving
		From	To	

(B) PRESENT EMPLOYER

Name of Present employer	
Employer's address	
Phone and Fax number of employer	
Post Held	
Date of appointment	
Notice Period/Availability for employment	
Salary (Gross emoluments)	

Membership of professional bodies:.....

Year		Type of Registration	Level
Initial reg. date	Expiry		



OTHER INFORMATIONS

Please add any further information's that may support your candidatures, e.g. the duties and achievements in your present or previous jobs. Please continue on a separate sheet if necessary.

A *Field of research interest (with specific areas of involvement)*

(a) *Publications with titles of articles, names of journals and dates (a) research, (b) others*

(b) *Books published (mention : Title / Publisher / year of publication)*

(c) *List of Ph.D. theses supervised /M.Phill Dissertation supervised*

(d) *Details of involvement in projects sponsored by Government agency/industry.*

(e) *Details of involvement in professional areas (not covered above)*

B. *Industrial experience (Name of industry, experience in years) _____*

C. *Type of consultancy work done _____*

D. *Competence and proficiency in programming languages and computer software development*

E. *Competence and proficiency in operation of sophisticated analytical instruments*

F. *Competence in teaching of interdisciplinary courses other than core subject*

G. *If the candidate is an applicant for any Foreign Fellowship/ or job in India/ abroad details to be provided here*

H. *Visits to abroad and nature of assignments _____*

I. *Any other informations which the candidate wishes to supply and which has not been covered so far*

Please continue on a separate sheet if necessary



Referees (Please write clearly in block capitals letters)

Please give the names and addresses of two referees. Both referees must be from previous employers, including your present or most recent employer or institute last attended.

PLEASE NOTE personal references are not acceptable.

Name:.....	Name:.....
Business Name and Address:.....	Business Name and Address:.....
.....
.....
Postcode:.....	Postcode:.....
Telephone number:.....	Telephone number:.....
Fax number:.....	Fax number:.....
Email address:.....	Email address:.....
Relationship:.....	Relationship:.....
Employment dates:.....	Employment dates:.....

Where did you see this post advertised?

How many sickness days/ leave have you availed in the past 2 years?

Dates when NOT available for interviews (with reason):

DECLARATION

I confirm that the informations I have given above is true and correct and that I have not withheld any information which may be to my disadvantage. I understand that if I give any false information or conceal any material fact, it will be liable to the termination of my contract of employment or the withdrawal of any offer of employment

I hereby give my consent for personal information (including equal opportunities monitoring information) provided as part of this application to be held on computer or other relevant filing systems and be shared with other accredited organisations or agencies in accordance with the Data Protection Act 1998.

Signature: Date:

Name Printed:



CHECK LIST OF DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION FROM:

(Paste a self attested 2 recent passport size photo on the top right hand side of the page)

1. Post Applied for : _____
2. Name of the Applicant (in BLOCK Letters) : _____
3. Father's/Mother's/Husband's Name : _____
4. Date of Birth (DD/MM/YY) : _____
5. Income Tax PAN No. (**attach photocopy**) : _____
6. Voter ID / Driving Licence No. (**attach photocopy**): _____
7. Nationality : _____
8. Marital status : _____
9. Category(SC/ST/OBC/ Gen. or other) : _____
10. Postal address : _____

11. Permanent address (Address Proof) : _____
 (**attach photocopy**) _____

12. Nearest railway station : _____
13. Present post (with name of the employer) : _____
14. GATE Score card : _____
15. SLET / NET qualification : _____
16. Educational Qualifications : (**Attach photocopy of mark sheet in sequence**)

Exam Passed	Board/ University	Year of Passing	Subjects	Division	Grade / % of marks
X th					
XII th					
Diploma					
Graduation					
Post Graduation					
Ph.D / or equivalent					

Recent Colour
Passport size
Photo paste
here

1

Recent Colour
Passport size
Photo paste
here

2

Signature of applicant
Name :