

Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya (I i n }kjk ikjr vf/kfu; e 1997] Øekd 3 dsvrxr LFktfir dmb; foʻofo |ky;

(A Central University Established by Parliament by Act No 3 of 1997 **Kkakh fgYl ] o/kk2442001 %egkjk/V%j fkýr** Gandhi Hills, Wardha-442005 (Maharashtra), INDIA

### **APPLICATION FORM FOR NON-TEACHING POSITIONS**

| Advertisement No. and I   | Date   |                     |                   |                               |
|---|--|---------------------|-------------------|-------------------------------|
| Post Applied For  |  |                     | Post Cod          | e no                          |
| Demand Draft Particula<br>Name of the Bank                        | ars-<br>DD No  | Date                | Val               | ue                            |
|   |  |                     |                   |                               |
| 1. Full Name (In Block L  | etters):   |                     |                   |                               |
| 2. Father's /Husband's N  | lame:  |                     |                   |                               |
| 3. Date of Birth:   |  |                     |                   |                               |
| 4. Place of Birth:  |  |                     |                   |                               |
| 5. Age (as on the last date of                                    | of the advertisement)Y   | ears Mor            | nthsDays          |                               |
| 6. Nationality:   | Religion_  |                     |                   | Affix recent<br>Passport Size |
| 7. Sex: Male/Female   |  |                     |                   | Photograph with<br>Signature  |
| 8. Marital Status: Married  | d/Unmarried  |                     |                   |                               |
| 9. Category: Gen/ SC/ST   | Г/ОВС /РН  |                     |                   |                               |
| 1. Whether SC/S<br>(if Yes, certificate in                        | ST/OBC : 1<br>support thereof should be enclo                        | ) Yes<br>sed)       | 2) NO _           |                               |
| 2. Whether Phys<br>(if Yes, certificate fro<br>(i) Nature of Disa | sically Handicapped 1<br>om an officer not below the rank<br>ability | of Civil Surgeon sh | ould be enclosed) |                               |
| (ii) Percentage c   | of Disability  |                     |                   |                               |
| 10. Address for correspo  | ondence (with PIN code):   |                     |                   |                               |
|   |  |                     |                   |                               |
|   |  |                     | Mob               |                               |
| Tel No. (with STD code):  | Fax:   |                     | _ E-Mail:         |                               |
| 11. Permanent Address   | (With PIN code):   |                     |                   |                               |
|   |  |                     |                   |                               |
|   |  | I                   | Mob               |                               |
| Tel No. (With STD code)   | : Fax  | c:                  | E-Mail:           |                               |

### 12. Academic Qualifications (attached attested/self attested copies):

| Examination<br>Passed         | Year of<br>Passing | Board/<br>University | % of<br>Marks | Division/<br>Grade | Subject | Specialization/<br>Distinction |
|-------------------------------|--------------------|----------------------|---------------|--------------------|---------|--------------------------------|
| High School                   |                    |                      |               |                    |         |                                |
| Intermediate/PUC/<br>Hr. Sec. |                    |                      |               |                    |         |                                |
| Bachelor's Degree             |                    |                      |               |                    |         |                                |
| Master's Degree               |                    |                      |               |                    |         |                                |
| Other                         |                    |                      |               |                    |         |                                |
| Technical Qualifica           | ation (If an       | y)                   |               |                    |         |                                |
|                               |                    |                      |               |                    |         |                                |
|                               |                    |                      |               |                    |         |                                |

### 13. Special subject of Study, if any

### 14. Details of Administrative Experience: (Please enclose relevant certificate, if any):

| Designation | Name of  | Date of |         |  | Reason for     |         |
|-------------|----------|---------|---------|--|----------------|---------|
|             | employer | Joining | Leaving |  | with Grade Pay | Leaving |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |
|             |          |         |         |  |                |         |

### 15. Details of Teaching Experience: (Please enclose relevant certificate, if any):

| Designation | Name of  | Date of |         | Total Period |  | Reason for |
|-------------|----------|---------|---------|--------------|--|------------|
|             | employer | Joining | Leaving |              |  | Leaving    |
|             |          |         |         |              |  |            |
|             |          |         |         |              |  |            |
|             |          |         |         |              |  |            |
|             |          |         |         |              |  |            |
|             |          |         |         |              |  |            |
|             |          |         |         |              |  |            |

### 16. Language Known

| SI | Name | Reading | Writing | Speaking |
|----|------|---------|---------|----------|
|    |      |         |         |          |
|    |      |         |         |          |
|    |      |         |         |          |
|    |      |         |         |          |

### 17. (a) Present Basic monthly pay and allowances :

| Pay scale                                 | :    |
|---|------|
| Basic pay                                 | : Rs |
| Academic Grade Pay(AGP)/Grade Pay(GP)     | : Rs |
| Non-compoundable Increment                | : Rs |
| Dearness Allowance                        | : Rs |
| HRA                                       | : Rs |
| Transportation Allowance                  | : Rs |
| Any Other Allowance                       | : Rs |
| Total emoluments                          | : Rs |
| (b) Date of next increment                | :    |
| (c) Age of retirement in the present post | •    |

**18.** (a) Whether the candidate in receiving any pension benefit. If so, the amount of pension and pension equivalent of gratuity must be indicated.

# (b) Whether the candidate would be entitled to any pension benefits on his premature retirement from his present post. If so, the amount of pension and the pension benefits any be indicated, if selected for appointment in the university.

## **19.** (a) Have you been debarred or punished for adopting unfair means in any Examination by the Institution/Board or University? If so, please specify.

- (b) Have you at any time been convicted by a court for any criminal offence? If so, give name of the court case number and offence.
- (c) Is any criminal case pending against you in any court of law for any criminal offence?
- (d) Has any disciplinary action been taken against you by any University/Institution whether you have served
- (e) Is any disciplinary inquiry/action pending against you in any University / Institution / Organisation where you have served

20. Additional Information (If any): \_\_\_\_\_

21. Name and address with Phone No. and E-mail Id's of Two referees who are familiar with the applicant's academic work:

### 22. Declaration: I declare that

- a. the information given above are complete and correct.
- b. No disciplinary proceedings are pending or being contemplated against me.
- c. I have never been dismissed from service nor debarred from holding any future appointment nor convicted for any offence. No criminal case is pending against me.
- d. in case of concealment/suppression of fact(s), which may be detected at any stage in future, my application is liable to be cancelled, as the case may be, without notice.

### 23. Details of enclosures

| 1.  | 2.  | 3.  |
|-----|-----|-----|
| 4.  | 5.  | 6.  |
| 7.  | 8.  | 9.  |
| 10. | 11. | 12. |
| 13. | 14. | 15. |
|     |     |     |

#### Important:

| 1. | Photocopies of Certificates, Mark sheets, Testimonials etc. should be attached with the application (attested by the    |
|----|---|
|    | applicant himself) and the originals must be produced at the time of Interview and at the time of joining, if selected. |

\_\_\_\_\_

| 0 | Applicants who are in err | والالمسمم والانتمام لامتم مستقا | all and line the state of the second |                |
|---|---------------------------|---------------------------------|--------------------------------------|----------------|
| / | Applicants who are in err | iniovment snollid send th       | eir application through              | nroper channel |
|   |                           |                                 |                                      |                |

3. The selected candidates shall produce, in original the matriculation or equivalent certificates as proof of the date of birth. No other evidence will be accepted.

\_\_\_\_\_

### Endorsement by Employer

| Certified                  | that,   | Shri/Smt./Dris                     |
|----------------------------|---------|------------------------------------|
| working in this Institute/ | Organis | ation/University in the post of    |
| since                      |         | in the Pay scale of Rs with AGP/GP |
| Rs in a Ter                | nporary | /Permanent capacity.               |

Also certified that, the information furnished by the applicant is verified and correct as per

our office records.

Address:

Pin ...... Tel. No. .....

Place :....

Signature : .....

Date : .....