



Dwaraka Doss Goverdhan Doss Vaishnav College

(Autonomous)

A Linguistic Minority Institution

#833, E.V.R. Periyar Highroad, Arumbakkam, Chennai - 600106 TamilNadu , India.



APPLICATION FORM (FOR THE POST OF ASSISTANT PROFESSOR FOR ECONOMICS)

(Advertisement dated 04.04.2019, The Hindu)

Post applied for ASSISTANT PROFESSOR

Department ECONOMICS

Affix here a
Self Attested
Passport size
Photograph

I. IDENTIFYING DATA :

1. Name in full (in block letters)
2. Date of Birth 3. Father's Name
4. Mailing Address
-
-Pin Code

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

Tel No. Mobile No.....E-mail

5. Permanent Address
- Pin Code

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

6. Mother Tongue 7. Marital Status.....

8. Nationality 9. Religion:

10. Do you belong to OC BC MBC SC ST (Please tick the appropriate Category)
(Please attach attested photocopy of Certificate)

II. MISCELLANEOUS DATA :

1. If selected for appointment, what notice period would you require for joining the post?

.....

2. Names and Addresses of two Referees :

(i)..... (ii)

.....

.....

Recommendations from two Referees, not related to the applicant, who are scholars closely acquainted with the applicant's academic training, accomplishments and capabilities, should preferably be obtained in sealed envelopes and attached with this application, The Application has to be sent by **POST/SPEED POST** (not by e-mail)

(Please fill this proforma in block capitals, Incomplete applications are liable to be rejected)

(Application and Bio-Data forms are meant to obtain minimum information required for being considered for the post applied for Candidates may furnish any additional relevant information that they consider necessary, on separate sheets.)

BRIEF BIO-DATA

Post applied for **ASSISTANT PROFESSOR**

Department Name : **ECONOMICS**

Date of Birth

Whether belonging to OC BC MBC SC ST (Please tick the appropriate Category)

Present Employer

1. EDUCATIONAL QUALIFICATION (Starting with highest degree obtained) :

| Sl. No. | Examination /Degree | Name of Board / College / University | Percentage of Marks/ Final Grade | Subject(s) | Year of Passing/ Award |
|---------|--|--------------------------------------|----------------------------------|------------|------------------------|
| 1. | Ph.D. (as per UGC regulations) | | | | |
| 2. | M. Phil (as per UGC Regulations) | | | | |
| 3. | Master's Degree or its equivalent : | | | | |
| 4. | Bachelor's Degree or its equivalent : | | | | |
| 5. | Higher Secondary or its equivalent | | | | |
| 6. | Secondary or its equivalent | | | | |

Title of Ph.D. Thesis and year of submission (as per UGC Regulations) (if applicable)

.....

Whether qualified UGC-JRF /NET /SLET/ SET.....

(If yes, indicate the year, and attach a photocopy of the certificate)

2. Details of Employment: (In chronological order starting with the most recent)

(Attach separate sheet if necessary)

| Sl. No | Name of Employer/Status of Institute/ University (Govt./Quasi Govt./Autonomous etc.) | Post held/ Designation | Period of Employment | | Basic salary last drawn, pay scale and Grade Pay | Nature of duties |
|--------|--|------------------------|----------------------|----|--|------------------|
| | | | From | To | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Under your supervision; both as Guide & Co-Guide:

M. Phil Degree (a) Submitted _____ (b) Awarded _____

Ph.D. Degree (a) Submitted _____ (b) Awarded _____

3. Research Projects undertaken (other than that for a research degree)

| Subject of Research | Date of Commencement | Date of Completion | Employments Drawn | Under whose Auspices |
|---------------------|----------------------|--------------------|-------------------|----------------------|
| | | | | |

4. (i) Publications: (Give the number of publications):

| | Published | Accepted for Publication | Communicated |
|------------------------------|-----------|--------------------------|--------------|
| (a) Books | | | |
| (b) Research Papers/Articles | | | |

N.B. Please attach a separate sheet listing Items mentioned under each of the above-mentioned categories (Sl. No.- 3, 4(i)). In those cases where they have been published, please mention the title, the name of the publisher/ the name of the journal, the year of publication, whether written in collaboration, etc. In the absence of these details, the information furnished under this column will not be given any consideration.

Mention briefly your experience/activities under the following heads, including the positions held, if any:

- (a) University administration :
- (b) Extra-curricular activities of students :
- (c) Contribution to corporate life and management :

5. Knowledge of languages, including Indian languages : (Underline mother tongue and indicate examination(s) passed, if any)

| Language | Speak | Read | Write |
|----------|-------|------|-------|
| Tamil | | | |
| English | | | |
| Hindi | | | |

6. Member of any Academic Bodies:

7. Any other information:-

List of Enclosures:

- Copies of Mark-sheets & certificate of educational Qualification & certificate of clearing NET/SLET/SET etc : Yes/No
- Copies of certificate of Teaching & Research experience : Yes/No
- List of publications with details, reprints of papers published and acceptances letters (in case accepted papers/articles etc.) : Yes/No
- Copies of other relevant certificate & documents : Yes/No

Date:

Signature of the Applicant

Note: **i.** Candidates are required to enclose copies of Mark-Sheets & Certificates of Educational Qualification.
ii Documentary Evidence in favour of other items mentioned above.

8. **NOTE:-** The application has to be sent to the below address

The Secretary

Dwaraka Doss Goverdhan Doss Vaishnav College

#833, E.V.R. Periyar Highroad, Arumbakkam

Chennai - 600106 TamilNadu , India.

Phone: +91- 44 - 2363 5101/2363 5102/2363 5105/2363 5106

9. **List of Enclosures:**

- (a) Copies of Mark-sheets & certificate of educational Qualification & certificate of clearing NET/SLET/SET etc : Yes / No
- (b) Copies of certificate of Teaching & Research experience : Yes / No
- (c) List of publications with details, reprints of papers published and acceptances letters (in case accepted papers/articles etc.) : Yes / No
- (d) Copies of other relevant certificate & documents : Yes / No

10. **Superscribe the envelope**

Format of the envelope

| | | |
|---|--|--------------------------|
| Application for the post of Assistant Professor in the Department of ECONOMICS (Aided) | | <input type="checkbox"/> |
| To, | | |
| The Secretary | | |
| Dwaraka Doss Goverdhan Doss Vaishnav College | | |
| #833, E.V.R. Periyar Highroad, Arumbakkam Chennai - 600106 | | |
| TamilNadu , India. | | |
| From, | | |
| _____ | | |
| _____ | | |
| _____ | | |
| _____ | | |

ANNEXURE – I
CONDUCT CERTIFICATE

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Thiru/Tmt /Mr/Ms/Dr.....

S/o./D.o./W.oresiding at door no:.....

.....

..... is known to me for the past years.

His / Her conduct and character are

Signature of the issuing authorities
with Designation date and seal.



Dwaraka Doss Goverdhan Doss Vaishnav College

(Autonomous)

A Linguistic Minority Institution

#833, E.V.R. Periyar Highroad, Arumbakkam, Chennai - 600106 TamilNadu , India.



Annexure - II

Direct Recruitment to the post of Assistant Professor in ECONOMICS - 2019

Certificate Verification

IDENTIFICATION CERTIFICATE

| | | | | | | | | | |
|---|-----------------------|--|--|--|--|--|--|--|--|
| 1 | Post applied | | | | | | | | |
| 2 | Department Name | | | | | | | | |
| 3 | Registration No | | | | | | | | |
| 4 | Name of the Candidate | | | | | | | | |

Specimen Signatures of the Candidate

| | | |
|--|--|--|
| 1 | | <div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> Passport Size (3.5 cm X 4.5 cm) photograph of the Candidate </div> |
| 2 | | |
| 3 | | |
| (SIGNATURES ATTESTED) | | |
| (Signatures attested by a Gazetted Officer with Name and Designation Seal) | | (Photograph attested by a Gazetted Officer with Name and Designation Seal) |

Signature of the Candidate (To be signed before the Verification Officer during CV only)

Verification Officer