



# 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 TELUGU)

(Advertisement dated 04.04.2019, The Hindu)

Post applied for ASSISTANT PROFESSOR

Department TELUGU

Affix here a  
Self Attested  
Passport size  
Photograph

### I. IDENTIFYING DATA :

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

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

- Permanent Address ..... Pin Code 

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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?

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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 : **TELUGU**

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.	<b>Ph.D.</b> (as per UGC regulations)				
2.	<b>M. Phil</b> (as per UGC Regulations)				
3.	<b>Master's Degree</b> or its equivalent :				
4.	<b>Bachelor's Degree</b> or its equivalent :				
5.	<b>Higher Secondary</b> or its equivalent				
6.	<b>Secondary</b> or its equivalent				

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

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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
Telugu*			
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

<p><b>Application for the post of Assistant Professor in the Department of TELUGU (Aided)</b></p> <p style="text-align: right;"><input type="checkbox"/></p> <p style="text-align: center;"><b>To,</b> <b>The Secretary</b> Dwaraka Doss Goverdhan Doss Vaishnav College #833, E.V.R. Periyar Highroad, Arumbakkam Chennai - 600106 TamilNadu , India.</p> <p><b>From,</b> _____ _____ _____</p>
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**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.o .....residing 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.



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## Annexure - II

Direct Recruitment to the post of Assistant Professor in TELUGU - 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		<p>Passport Size (3.5 cm X 4.5 cm) photograph of the Candidate</p> <p>(Photograph attested by a Gazetted Officer with Name and Designation Seal)</p>
2		
3		
(SIGNATURES ATTESTED)		
(Signatures 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