



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

(Advertisement dated _____, The New Indian Express)

Post applied for ASSISTANT PROFESSOR

Department _____

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

--	--	--	--	--	--

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

- 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 : _____ 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 NET YES/NO SLET/SET YES/NO JRF YES/NO
 (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.) Attach Service Certificate from Competent Authority	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) No. of Research Published in peer reviewed/UGC listed			

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

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

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 -2020

Certificate Verification

IDENTIFICATION CERTIFICATE

1	Post applied								
2	Department Name								
3	Registration No (office use only)								
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



Dwaraka Doss Goverdhan Doss Vaishnav College

(Autonomous)

A Linguistic Minority Institution

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

Annexure - III

APPLICATION FOR THE POST OF ASSISTANT PROFESSOR IN THE DEPARTMENT OF _____

Name of the Applicant	
Date of Birth & Age	
Gender	
Father Name	
Address for Communication	
Mobile No.	
Email id	

Educational Qualifications:

Course / Examination	Name of the Degree/Institution	Name of the Board/University	Year of Passing	Percentage of Marks
S.S.L.C.				
H.S.C.				
U.G. Degree				
P.G. Degree				
M.Phil				
Ph.D.				
Others				

UGC NET **YES/NO** SLET/SET **YES/NO** JRF **YES/NO**

Total No. of Research Publications in Peer-reviewed or UGC- listed Journals	<input type="text"/>
---	----------------------

Total years of Teaching/Post-Doctoral Experience in Colleges	Year <input type="text"/>	Month <input type="text"/>	Days <input type="text"/>
--	---------------------------	----------------------------	---------------------------

No of Awards: International Level National Level

Present Employment details	<input type="text"/>
----------------------------	----------------------

Any other achievements	<input type="text"/>
------------------------	----------------------

Declaration

I hereby declare that above particulars are true to the best of my knowledge.

Date:

Place:

SIGNATURE