



APPLICATION FORM FOR GROUP "A" NON-TEACHING POST

1. Details of Demand Draft:

| Demand Draft No. | Date of issue | Amount (Rs.) | Issuing Bank name |
|------------------|---------------|--------------|-------------------|
| | | | |

2. Advt. No.

3. Sl.No of the Post :

4. Name of the Post :

5. Name in Full :
(in capital letters)

6. Father's Name/Husband's name :

7. Date & Place of Birth :

8. Nationality :

9. Gender (Male/Female/Transgender) :

10. Marital Status(Married/Unmarried) :

11. Category- UR/SC/ST/OBC/EWS:

12. Whether Physically handicapped (Yes / No):
(a) If Yes type of disability:

13. Nearest Railway Station :

14. Correspondence Address:

.....
.....

Affix a recent
passport size
photograph
duly attested
by the
candidate

15. Permanent Address:

.....
.....

16. Email id:

17. Contact no:

18. Do you belong to the sub-category of Ex-servicemen
(If yes, please mention the category and attach a certificate signed by the competent authority on the format prescribed by the Government of India)

19. Educational/Professional/Technical Qualifications(starting from Class 10th onwards):(attach separate sheet for full details)(Attach attested copies of certificates/mark sheets etc.)

| Examinations passed | Board/ University | Duration of Degree/Dip./ Training | Year of passing | Division with % of Marks | Subject(s) studied | Specialisation |
|---------------------|-------------------|-----------------------------------|-----------------|--------------------------|--------------------|----------------|
| | | | | | | |
| | | | | | | |

20. Details of employment in reverse chronological order (attach separate sheet for full details).

| Deptt./ Institute | Post held | Regular/ Temporary/ Permanent/ Contract | Period of employment | | Period of each employment in year/ month | Scale of Pay/Level and Basic pay/ Gross pay | Nature of Duty |
|-------------------|-----------|---|----------------------|----|--|---|----------------|
| | | | From | To | | | |
| | | | | | | | |

21. Have you ever been convicted by a court of Law or is there any criminal case/disciplinary action/vigilance enquiry pending against you? If yes, specify

22.Details of certificate of excellence/merit during the service period (attach separate sheet for full details)

23. Details of Training course conducted/attended/consultancy services offered during the service period (attach separate sheet for full details)

24. Are you a corporate member of any professional Institute, if so, give details(attach separate sheet for full details)

25. Write a paragraph (not exceeding 500 words) on justifying your suitability for the post.

26. Referees(03):

(These should be persons resident in India and holders of responsible positions, and should be intimately acquainted with applicant's character and work, but must not be relations. Where the candidate has been in employment she/he should either give her/his present or the most recent employer or immediate superior as a referee or produce a testimonial from him in regard to her/his fitness for the post for which she/he is an applicant.)

| 1st Referee | | 2nd Referee | | 3rd Referee | |
|-------------------------------|--|-------------------------------|--|-------------------------------|--|
| Name | | Name | | Name | |
| Designation | | Designation | | Designation | |
| Address | | Address | | Address | |
| Phone No | | Phone No | | Phone No | |
| Email id | | Email id | | Email id | |

27. Any other achievement not covered above:

DECLARATION

I, hereby, declare that I have carefully read and understood the instructions and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief. I also declare that I have not concealed any material information which may debar my candidature for the post applied for. In the event of suppression or distortion of any fact like category or educational qualification etc. made in my application form, I understand that I will be denied any employment in the Institute and if already employed on any of the posts in the Institute, my services will be terminated forthwith.

Place.....

Date.....

Signature of the Candidate

28. Endorsement by the Employer

(In case of in-service candidates, whether in permanent/contract/temporary capacity, the application must be endorsed/forwarded by the Head of the Department/Employer)

Forwarded to PDPM Indian Institute of Information Technology Design and Manufacturing, Jabalpur

The applicant Dr/Mr/Mrs/Ms....., who has submitted this application for the post of in PDPM-Indian Institute of Information Technology Design and Manufacturing, Jabalpur, has been working in this organization namely.....as(name of the post), in a temporary/contract/permanent capacity with effect from in the scale of pay/levelHe/She is drawing basic pay of Rs.....His/Her next increment is due on.....

Further, it is certified that no disciplinary/vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application being considered by PDPM-Indian Institute of Information Technology Design and Manufacturing, Jabalpur.

(Signature of forwarding Officer)

Name:-

Place:-

Designation:-

Date:-

(Seal)