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| motilal | **Ekksrhyky usg: jk”Vªh; izkS|ksfxdh laLFkku bykgkckn**  bykgkckn&211004 [Hkkjr]  **Motilal Nehru National Institute of Technology Allahabad**  Allahabad – 211004 [India] |
| **Advertisement No. 01 /2018, dated February , 2018**  **Recruitment Notice for Non-Teaching Contractual Positions**  The Institute is looking for dedicated and committed candidates for various Non-teaching contractual posts (11 months only) :  Project Supervisors [Junior Engineers [Civil/ Electrical], Executive in Executive Development Centre, Office Assistant in EDC, Technical Manpower [for Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/ Molecular Based Diagnostics Lab].  For more information please visit the Institute’s website[**http://www.mnnit.ac.in**](http://www.mnnit.ac.in)  Applications alongwith all its enclosures must reach the following address latest by **February , 2018** upto **5.30 P.M.**  **The Registrar**  **Motilal Nehru National Institute of Technology Allahabad**  **Allahabad-211004**  **DIRECTOR** | |
| **Note- foKkiu dk fgUnh :ikUrj osclkbV http://www.mnnit.ac.in ij miyC/k gSA** | |

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| **foKkiu la[;k 01@2018 fnukad %Qjojh ] 2018**  **xSj&’kS{kf.kd lafonk inksa gsrq HkrhZ lwpuk**  laLFkku dks lafonk ds vk/kkj ij fuEu inksa ds fy;s lefiZr vkSj izfrc) mEehnokjksa dh vko’;drk gS ¼11ekg ds fy,½ %  izkstsDV lqijokbtlZ ¼dfu”B vfHk;Urk ¼flfoy@bysfDVªdy½]A  foLr`r fooj.k laLFkku dh osclkbZV **http//www.mnnit.ac.in** ij miyC/k gSA  vkosnu leLr layXudksa ds lkFk fuEufyf[kr irs ij tek djus dh vafre frfFk **Qjojh ] 2018** ‘kke **5-30 cts** rd gSA  **dqylfpo**  **eksrhyky usg: jk”Vªh; izkS|ksfxdh laLFkku bykgkckn**  **bykgkckn&211004**  **funs’kd** | |

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**Advertisement No. /2018, dated , 2018**

**Recruitment Notice for Non-Teaching positions on Contract Basis**

MNNIT Allahabad is an Institute of national importance (As per NIT Act 2007), fully funded by the MHRD, Govt. of India with total commitment to quality and excellence in academic pursuits. The Institute invites applications from Indian nationals for appointment on various Non-faculty Posts on Contract basis (11 months only) for various departments/sections of the Institute.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the Post (s)** | **No. of Vacancies** | | | | | |
| **SC** | **ST** | **OBC** | **UR** | **Total** | **Remarks** |
|  | Project Supervisors [Junior Engineers [Civil/ Electrical] | 01 | - | 01 | 05 | 07 |  |
|  | Executive in Executive Development Centre | - | - | - | 02 | 02 |  |
|  | Office Assistant in EDC | - | - | - | 02 | 02 |  |
|  | Technical Manpower [for Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/ Molecular Based Diagnostics Lab] | - | - | - | 01 | 01 |  |
|  | Lab Assistant [for CMDR] | - | - | - | 01 | 01 |  |
|  | Technical Officer [Centre for Interdisciplinary Research] | - | - | - | 02 | 02 |  |
|  | Technical Manpower [Centre for Interdisciplinary Research] | - | - | - | 02 | 02 |  |

For further details and submission of applications, please visit Institute’s website **http://**[**www.mnnit.ac.in**](http://www.mnnit.ac.in). The last date for submission of applications is **, 2018** at **5.30 P.M.**

**REGISTRAR**

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**Advertisement No. /2018, dated , 2018**

**Recruitment Notice for Non-Teaching positions on Contract Basis**

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|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.**  **No.** | **Name of the Post (s)** | **No. of Vacancies** | | | | | |
| **SC** | **ST** | **OBC** | **UR** | **Total** | **Remarks** |
|  | Project Supervisors [Junior Engineers [Civil/ Electrical] | 01 | - | 01 | 05 | 07 |  |
|  | Executive in Executive Development Centre | - | - | - | 02 | 02 |  |
|  | Office Assistant in EDC | - | - | - | 02 | 02 |  |
|  | Technical Manpower [for Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/ Molecular Based Diagnostics Lab] | - | - | - | 01 | 01 |  |
|  | Lab Assistant [for CMDR] | - | - | - | 01 | 01 |  |
|  | Technical Officer [Centre for Interdisciplinary Research] | - | - | - | 02 | 02 |  |
|  | Technical Manpower [Centre for Interdisciplinary Research] | - | - | - | 02 | 02 |  |

For details regarding the Application Form, Educational Qualifications, Experience and other requirements for the position, please visit the Institute website **http://www.mnnit.ac.in.**

Applications alongwith all its enclosures must reach the following address latest by  **, 2018** upto **5.30 P.M.**

**The Registrar**

**Motilal Nehru National Institute of Technology Allahabad**

**Allahabad-211004**

**REGISTRAR**

The essential, desirable qualifications and experience for the above post(s), as per serial Number, are as under

|  |  |  |
| --- | --- | --- |
| **1** | **S.No./ Code No.** | **1** |
|  | **Name of the Post/ Cadre** | **Project Supervisor [Junior Engineer-Civil/ Electrical]** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 07 [UR: 05, OBC: 01, SC: 01] |
|  | Age Limit | Preferably below 35 Years. |
|  | Essential Qualification & Experience | First class diploma of three years duration in Civil/Electrical Engineering with one year experience in relevant field |
| **2** | **S.No./ Code No.** | **2** |
|  | **Name of the Post/ Cadre** | **Executive in Executive Development Centre** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 02 [UR: 02] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | Graduate in any discipline  At least 3 years relevant work experience.  Good working knowledge of computer [MS Office], and knowledge of accounts procedures. |
|  | Desirable Qualification & Experience | Bachelors’ Degree in Hotel Management/Hospitality Management and Masters’ Degree in the relevant field. |
| **3** | **S.No./ Code No.** | **3** |
|  | **Name of the Post/ Cadre** | **Office Assistant in EDC** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 02 [UR: 02] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | Bachelors Degree in any subject.  Minimum 3 years experience in handling office papers &equipments /knowledge of computer applications etc. in reputed Industry/Educational/R&D Institutions. Knowledge of English typing/Hindi typing communication is essential. Graduate/Post-Graduate with English as a subject will be preferred. Experience of preparing report, presentation, educational material etc. is desired. Experience gained only after acquiring degree/diploma will be considered. |
| **4** | **S.No./ Code No.** | **4** |
|  | **Name of the Post/ Cadre** | **Technical Manpower [for Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/ Molecular Based Diagnostics Lab]** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 01 [UR: 01] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | First class Diploma of minimum 3 years duration in appropriate branch of Science /Engineering/ Technology.  **OR**  First class B.Sc. or M.Sc. degree with not less than 55% marks in appropriate branch of Science such as Biology, Zoology, Life Sciences, Biochemistry, Microbiology, Biotechnology or any other related field.  Minimum one year experience in Industry/Educational/R&D Institutions/Laboratories in ClinicalDiagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/Molecular Based Diagnostics Techniques. Experience gained only after acquiring degree/diploma will be considered. |
| **5** | **S.No./ Code No.** | **5** |
|  | **Name of the Post/ Cadre** | **Lab Assistant [for CMDR]** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 01 [UR: 01] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | First class of minimum 3 years duration in appropriate branch of Science/ Engineering/ Technology.  **Or**  First class B.Sc. or M.Sc. degree with not less than 55% marks in appropriate branch of Science such as Biology, Zoology, Life Sciences, Biochemistry, Microbiology, Biotechnology, or any other related field.  Minimum one year experience in Industry/Educational/R&D Institutions/Laboratories in Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/Molecular Based Diagnostics Techniques, Experience gained only after acquiring degree/diploma will be considered. |
| **6** | **S.No./ Code No.** | **6** |
|  | **Name of the Post/ Cadre** | **Technical Officer [Centre for Interdisciplinary Research (CIR)]** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 02 [UR: 02] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | B.E./ B.Tech. or M.Sc./ MCA Degree in relevant filed with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record.  Work experience in relevant field e.g. maintenance of scientific equipment, system administration, software development/ experience of working with different types of software, fabrication and support to research. |
|  | Desirable | Experience of handling research equipments such as XRD, SEM, AFM, Sputtering, PLD, Ellipsometer etc. will be preferred. |
| **7** | **S.No./ Code No.** | **7** |
|  | **Name of the Post/ Cadre** | **Technical Manpower [Centre for Interdisciplinary Research (CIR)]** |
|  | Remuneration | Consolidated Remuneration `………./- per month |
|  | No. of Post | 02 [UR: 02] |
|  | Age Limit | Preferably below 35 years |
|  | Essential Qualification & Experience | First class Diploma of minimum 3 years duration in appropriate branch of Engineering/ Technology.  Minimum one year experience in Industry/Educational/R&D Institutions. Experience gained only after acquiring degree/ diploma will be considered. |
|  | Desirable | Experience of handling research equipments such as XRD, SEM, AFM, Sputtering, PLD, Ellipsometer etc. will be preferred. |

**Important Information**

**General Terms & Conditions**

1. Candidate has to ensure the authenticity of information provided in support of experience claimed, other documents and photograph.
2. A self-attested copy of all the credentials should be enclosed in proof of age, academic qualifications, category, experience, Awards & Honours, failing which no weightage shall be given in respect of the credentials claimed.
3. Any corrigendum/changes/updates shall be made available only on the Institute website: [www.mnnit.ac.in](http://www.mnnit.ac.in). The candidates are advised to keep visiting the Institute’s website regularly for updates, if any.
4. Candidates are advised to keep a copy of the application form for their record.
5. Once appointed, every employee of the Institute shall devote his whole time to the service of the Institute and shall not engage, directly or indirectly, in any trade or business or political party activity or any other work which may interfere with the proper discharge of his duties, other than the academic work and consultative practice undertaken with the prior permission of the Director, and/or in accordance with the procedures laid down by the Institute from time to time in this behalf.
6. The appointing authority has the power to terminate the services of any member of the staff without notice and without any cause assigned.
7. The services of a contractual employee shall be liable to termination at any time by notice in writing given either by the employee to the appointing authority, or by the appointing authority to the employee. The period of such notice shall be one month, unless otherwise agreed to by the Institute and the Employee.
8. The other terms and conditions of the service of contractual employee shall be such as may be specified by the appointing authority in the letter of appointment.

**Qualification/ Experience**

1. Experience in Engineering/Technical/Scientific Institutes of National Importance like IITs/IISERs/IISc/NITs and other similar Central Govt. Institutions is desirable for all the posts.
2. The prescribed Essential Qualifications/Experience indicated are bare Minimum and mere possession of the same will not entitle the candidates to be called for Interview/Test. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to call all the candidates for interview. The Institute may restrict the number of candidates to be called for written exam/skill test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish details of all the higher qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed along-with documentary evidences.
3. **Typing Knowledge**: In respect of the posts, where the Institute considers typing knowledge as essential, the skill tests shall be conducted on computers and typing speed in English and Hindi may be accessed.

**Reservation/ Relaxations**

1. Permissible relaxation of upper age limit as per the Government orders for age relaxations as on last date of receipt of applications are as under:

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Category** | **Age relaxations permissible beyond the upper age limit** |
|  | SC/ST | 5 Years |
|  | OBC (NCL) [Non Creamy Layer] | 3 Years |
|  | PWD | 10 Years |
|  | PWD+OBC (NCL) | 13 Years |
|  | PWD+ SC/ST | 15 Years |
|  | Ex-Serviceman | For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Air force) plus 3 years provided they have put in a minimum of 6 months attested service. Ex-servicemen who have already joined the Government Service on civil side after availing of other benefits given to them as Ex-servicemen for further employment cannot claim Ex-servicemen status for the purpose of this recruitment and such persons will be deemed to be civil employees and accordingly be entitled to only such of the benefits like relaxation of age etc., as admissible to the civil employees. |

1. Vacancies of PWD/ Ex-servicemen quota are horizontal and included in the total number of vacancies. Therefore, there will be no separate recruitment against PWD quota and it will be conducted simultaneously and adjusted against UR/SC/ST/OBC (NCL) category to which the candidates belongs to.
2. Candidates belonging to OBC (NCL) category should submit proper caste certificate as per the proforma of Government of India (which should not be more than 6 months old from the last date of submission of application) and which should among others specifically mention that he/she does not belong to the persons/sections (creamy layer) as mentioned in Col.3 of the schedule to the Department of Personnel & Training in the Government of India O M. No. 36036/2/2013-Estt. (Res), dated 30.05.2014, O M. No. 36036/2/2013-Estt. (Res), dated 27.05.2013, and O M. No. 36036/2/2013-Estt. (Res), dated 31.03.2016.
3. Candidates belonging to OBC (NCL) category, but coming in creamy layer will not be entitled to the benefits of reservation and should apply as General category candidates.
4. Candidates currently working/worked in Govt./Semi Govt. Departments/ Autonomous organization may be given relaxation in age to the extent of number of years of experience in Government/ Semi Government Departments/ Autonomous organizations.
5. Any relaxation in terms of age and number of years of experience except the educational qualification, in exceptionally meritorious cases or to attract more number of candidates in professional, technical and scientific nature of posts may be recommended by the Screening Committee for the approval of the competent authority.
6. Relaxation in age, educational qualification and/or experience may be considered in case of exceptionally meritorious candidates with prior approval of the Competent Authority, only on the justifiable recommendations of the Screening Committee.
7. **Relaxation for Departmental Candidates:** All the Institute employees who are currently working in the MNNIT Allahabad will be treated as departmental candidates and all the relaxations in terms of Age / Experience duly treating them as departmental candidates shall be made applicable as per rules. The rules shall be made applicable in case of internal departmental candidates without any separate advertisement for departmental candidates so that the departmental candidate is also considered alongwith the outsiders through competing with the candidates from open market. However, there is no upper age limit for the employees currently working in MNNIT Allahabad who are treated as departmental a candidates for all the posts.
8. The crucial date for determining the age limit shall be the closing date for submission of applications.

**Recruitment Methodology**

1. **Short-listing:** Screening of the applications received will be done by an Institute level Committee on the basis of application form alongwith all relevant documents submitted by the candidate. Screening of the applications by an Institute level Committee will be done to shortlist the candidates to be called for skill test/written test/computer skill test/ Interview. At this level, the Committee at its own discretion may restrict the maximum number of candidates to be shortlisted. However, short-listing may be done duly deciding higher cut-offs to restrict the number of candidates at each level. If the sufficient/enough number of eligible candidates as per advertisement are not available, the Committee may go for relaxed criteria in terms of the age, percentage of marks, and number of years of experience etc. Therefore, the candidates are advised to apply with all details of qualifications and experience.
2. In the event of number of applications being large, the short-listing Committee of the Institute will adopt short-listing criteria to restrict the number of candidates to be called for interview to a reasonable number by one or more of the following methods:
3. On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
4. On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
5. By counting the experience before or after the acquisition of essential qualifications.
6. By holding a Screening Test of qualifying nature only for the purpose of short listing the candidates.
7. The Institute may decide to conduct a screening test to assess the general ability of the candidates including the computer typing skills. This test result may be used for qualifying the people for interview duly short-listing the candidates, if the numbers of people to be interviewed are proportionately large. However, if the numbers of people shortlisted at level-1 are less than the ratio of 1:5, the selection Committee may decide to conduct the interview directly without any separate screening test. Therefore, the screening test is not mandatory which may be conducted at the discretion of the competent authority, only to optimize the number of people to be called for interview through which the selections are made.
8. The screening tests is of general nature and are only for the purpose of short-listing the candidates for interview and optional at the discretion of the competent authority. The screening tests are purely of qualifying nature without any composite weightage, purely in order to reduce the number of candidates to be invited for the interview based on which selections are made. *However, wherever specific trade test is conducted to test the professional acumen of the candidate relevant to the job, the suitable weightage between the trade test and the interview shall be given.*
9. Therefore, all the selections shall be made through the recommendations of the Selection Committee based on performance in interview which is intended to test various aspects of personality quotient, domain knowledge and suitability of the candidates for ready deployment for job / assignment with relevant experience etc.
10. The shortlisted candidates will be called for Personal Interview before the Selection Committee on a given date and time conveying through Institute website and intimation through e-mail only. Institute will not entertain any request for change of date of Test/Interview by the individual candidates under any circumstances.
11. The Selection Committee will make the merit list based on performance in the interview on common consensus basis and draw a merit list of the successful candidates in the Interview from each category. If required, the selection Committee also may draw a waiting list with sufficient number of eligible candidates from each category. The results of the Interview shall be informed through Institute website after approval of the Competent/Appointing Authority. No correspondence shall be entertained during the process of the Selection.
12. The candidates should keep a regular watch for the related information on recruitment process available on the website only.

**Reasons for Rejection of Applications**

1. Applications which are not in the prescribed proforma, will be summarily rejected.
2. Applications incomplete in any respect and not accompanied by relevant certificate/documents/photographs and signature will be summarily rejected.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidates are found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
4. The application form without self-attested copies of all relevant certificates (both experience and professional qualifications) will summarily be rejected.

**Other terms and conditions**:

1. No interim enquiries/correspondence/communication of any sort will be entertained on the matter of recruitment by the candidates.
2. The Institute has right to not to fill the vacancy/vacancies and no correspondence in this regard will be entertained.
3. Canvassing in any from and/or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.
4. Depending on Institute requirements from time to time, the vacancies will be filled up in different timeslots.
5. The Institute reserves the right to withdraw any advertised post(s) at any time without giving any reason. The number of vacancies may change. Any consequential vacancy arising subsequent to the advertisement and upto the date of interview may also be filled during the interview.
6. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Hon'ble High Court of Allahabad, Judicature at Allahabad.
7. The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of applications.
8. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise for any/all the posts at any stage.
9. Candidate will be considered only for those posts applied for.
10. No candidate is permitted to carry or use calculators, mobile phones, pagers or any other gadgets/instruments in the test/interview.
11. In case of any dispute arises on account of interpretation in version other than English, English version will prevail.
12. Only matriculation/SSC certificate issued by the concerned education board will be considered as the proof of the date of birth. No other documents will be accepted for verification of date of birth.
13. The Institute reserves the right to increase/decrease number of posts.
14. There is no application fee.
15. No TA/DA will be paid for appearing in the Test/Interview.

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**APPLICATION FORM FOR APPOINTMENT ON CONTRACT BASIS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Advertisement No. | : | **/2018, dated March , 2018**  Self  Attested  Photograph |
|  | **[a]** | Post applied for | : | ………………………………………… |
| **2.** | **[b]** | Department/Section | : | ………………………………………… …………….…… |
|  |  | Name and complete personal Address  [In Block letters] | : | ……………………………………………….………………  …………………………………………….…………………  ………………………………………….…………………… |
|  |  | Father’s Name | : | …………………………………………………….………… |
|  | **[a]** | Date of Birth | : | …………………………………………………….………… |
| **5.** | **[b]** | Age as on last date of application | : | \_\_\_\_\_\_\_\_\_\_Years \_\_\_\_\_\_\_\_\_Months \_\_\_\_\_\_\_\_\_Days |
|  |  | Category | : | **Gen./OBC/SC/ST**\_\_\_\_\_\_\_\_[Enclose copy of the caste certificate] |
|  |  | Educational Qualifications | : |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Examination Passed** | **Subject/Discipline** | **Board/Institute** | **Year** | **% of marks obtained** |
| 10th or equivalent  ……………………. |  |  |  |  |
| 12th or equivalent  ……………………. |  |  |  |  |
| Graduation  Diploma/Degree  …………………….  ……………………. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Post Graduation  ……………………. |  |  |  |  |

**8.** Details of Employment in chronological order. Enclose a separate sheet duly authenticated under your signature if necessary

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Organization** | **Post Held** | **From** | **To** | **Total Experience [in Years & Months]** | **Scale of Pay**  **and basic Pay** | **Nature of Duties** | **Nature of appointment/**  **Regular/**  **Contract/Part time/Adhoc)** |
|  |  |  |  |  |  |  |  |
| **Total Experience [in Years & Months]** | | | |  |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 9. | Nature of present employment i.e. adhoc or temporary or quasi permanent or permanent. | : |  |
| 10. | In case the present employment is held on deputation/contract basis, please state.  **[a]**The date of initial appointment.  **[b]**Period of appointment on deputation / contract.  **[c]**Name of the parent organization to which you belong | : |  |
| 11. | Pay scale [Pay Band & Grade Pay] : &  Basic Pay | : |  |
| 12. | Total emoluments per month drawn at present | : |  |
| 13. | Additional information if any, which you would like to mention in support of your suitability for the post, [attach separate sheet if necessary] | : |  |

**Signature of the candidate**

**Name ………………………………………...................................**

**Address ……………………………..……………………………….**

**……………………………………………………..…………**

**Contact No. ……………..…….……..…………..………………….**

**E-mail id …………………………….……………………………….**

**Declaration**

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect data, my candidature/appointment, may be cancelled/terminated, without any notice or compensation.

There are ……………………………….number of enclosures with ……………………………pages attached alongwith this form.

**Date:   
Place: Signature of the Candidate**