



Jamia Millia Islamia

(A Central University)
NAAC Accredited Grade "A++"
Jamia Nagar, New Delhi-110025

PROFORMA

(To be filled and submitted along with the Employment Application Form)

Advertisement No. & Date : _____

Post applied for : _____ Sl. No. _____

Faculty/Deptt./Centre/Office : _____

Name of the Applicant : _____

Date & Amount of fee deposited : _____
(Plz attach payment slip)

User's Bank & Branch Name : _____

Transaction No./ID/Ref. No. : _____
UTR No.

Valid Email (Capital Letter only) : _____

Mobile No. : _____

Dated :

.....
(Signature of Applicant)

Affix recent passport size photograph here



JAMIA MILLIA ISLAMIA (A Central University) NAAC Accredited Grade "A++" Jamia Nagar, New Delhi-110025

UTR No./ Ref. No.: Date: Application Fee: For General: Rs. 800/500 For SC/ST: Rs.400/250 For office use only Application fee paid Call for Interview Yes No

APPLICATION FORM FOR APPOINTMENT ON THE NON-TEACHING POSITION

1. Candidate's Full Name [Grid]

2. (i) Advt. No.: [Grid] Dated: [Grid]

(ii) Post applied for:

(iii) Deptt. / Office:

3. Father's / Husband's Name in Full [Grid]

4. Address:

(i) Correspondence:

(ii) Permanent:

.....

.....

Pin: Mobile No:

Pin: Mobile No:

Email Id:

5. Date of Birth: (Based on Matriculation/Hr. Sec. School Certificate)

Date [Grid] Month [Grid] Year [Grid]

6. Whether U.R. [] S.C. [] S.T. [] O.B.C. [] PWDs (Divyangjan) [] (Please tick the correct box)

7. Marital Status: Married [] Unmarried [] Widow []

8. Educational Qualifications: (Enclose the self-attested copies of all the Degrees, Marksheets, Certificates, etc.)

Table with 6 columns: S. No., Qualifications*, Board / University, Year, %age, Subjects. Rows include Matric/S.S.C., Inter./Sr. Secondary, B.A./B.Com./B.Sc./B.E./B.Tech., M.A./M.Com./M.Sc./M.E./M.Tech., M.Phil., Ph.D., N.E.T., Others.

* Strike out which is not applicable (Attach enclosures, if necessary)

9. Details of Work Experience:-

S. No.	Particulars of the Post	Period of Service			Roles and Responsibilities	Name and Address of the Employer
		From	To	Total Period		

10. Research work / Published work /Scholarship / Fellowships (Attach enclosures, if necessary)

11. If employed presently, furnish the following details:-

(i) Pay Level (ii) Basic Pay Rs. (iii) Allowances Rs.....

(iv) Total Rs. : (v) Date of next increment

12. If appointed, time and notice required for joining the post:-

13. Name of two referees:-

S. No.	Name of Referee	Address of the Referee	Period for which the referee is known to the candidate
1.			
2.			

* Applicant may send two testimonials from persons under whom he/she has studied or worked.

DECLARATION

I hereby declare that the entries made by me in the above columns are true to the best of my knowledge and belief.

Place:

Date:

(Signature of the Candidate)

If employed, remarks of the Forwarding Authority.

Attach separate sheet, if required.

Signature.....

Name

Designation.....

Address.....

Place.....

Date.....



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Advt. No..... Date

Particulars of Dr./ Mr./Mrs./Ms.

For the post of

IMPORTANT

1) Attach 07 duly filled in and signed copies of this proforma with the application form.

Name, Address and Contact No. for correspondence	Date of Birth, Mother Tongue & Other Languages	Academic Qualifications				Details of Work Experience				Research and Published Work
		Exams.	Board / University	Year	%age	Total Years	From-To	Post & Level	Employer	
	Date of Birth:	School Cert.								
									
									
	Age:Years	Graduation								
									
	Mother Tongue:	Post Graduation								
									
									
Other Languages:	M.Phil.									
.....	Ph.D.									
.....	Others									
.....										

Date:

(Candidate's Signature)

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ACKNOWLEDGEMENT

Received an application from Dr./Mr./Mrs./Ms. _____

for the post of _____ in the

Faculty/Deptt./Centre/Office _____ in

response to the Advt. No . _____ Dated _____

along with payment receipt Transaction No./ID/Ref. No./UTR

No. _____ Dated _____

Date:.....

(Signature of the Receiver)