**Atmiya Institute of Technology & Science for Diploma Studies**



**(Managed by Sarvoday Kelavani Samaj)**

**“Yogidham”, Kalawad Road, Rajkot – 360 005**

**Ph. No. : (0281) 2563445**

**Fax No. : 91 281 2563952**

**APPLICATION FORM FOR ACADEMIC POSTS**

**Instructions :**

1. Separate application form is to be filled up for each post.
2. Please attach certified copies of : school Leaving Certificate, Graduation and Post-Graduation mark sheets, Degree Certificates, Experience Certificates, Prizes awards etc.
3. Please attach extra sheet if required.
4. Post for which applied \_*\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To,

The Secretary,

Sarvoday Kelavani Samaj,

“Yogidham”, Kalawad Road,

Rajkot – 360 005.

Sir,

In response to your advertisement appeared in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of the Newspaper)

dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, I hereby apply for the captioned post.

My particulars are as under :

**[A] Personal Details :**

1. Full Name :

Mr. / Ms. / Mrs. / Dr. *\_\_\_\_\_\_ \_\_*

(surname) (name) (Father’s / Husband’s Name)

1. Permanent Address :

|  |  |  |
| --- | --- | --- |
| Pincode :  Ph. No.(R) :  Ph. No. (M) :  Email *:* |  | Pincode :  Ph. No.(R) :  Ph. No. (M) :  Email : |

3. Family Background :

Father’s Occupation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother’s Occupation : \_\_\_\_\_\_\_\_\_

4. Date of Birth : \_\_\_\_\_\_\_\_ 5. Age : \_\_\_\_\_\_\_\_\_\_

6. Place of Birth : \_\_\_\_\_\_\_\_\_\_\_\_\_ 7. Sex : \_\_ \_\_\_\_\_\_\_

8. Nationality : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 9. Marital Status : \_\_\_\_

10. Languages Known (Please place tick [✓] mark)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **English** | **Hindi** | **Gujarati** | **Any Other[Specify]** |
| Read |  |  |  |  |
| Write |  |  |  |  |
| Speak |  |  |  |  |

**[B] Educational Qualifications (Attach Mark sheets):**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Degree/**  **Diploma** | **Year** | **University** | **Subjects** | **Class** | **%Marks** | **Remarks** |
| S.S.C. |  |  |  |  |  |  |
| H.S.C. |  |  |  |  |  |  |
| Diploma |  |  |  |  |  |  |
| graduate |  |  |  |  |  |  |
| Postgraduate |  |  |  |  |  |  |
| Ph. D. |  |  |  |  |  |  |

**[C] Academic Experience :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Institution** | **Period** | | **Basic Pay. Rs.** | **Remarks** |
| **From** | **To** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**[D] Professional Experience :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Organisation** | **Period** | | **Emolument** | **Remarks** |
| **From** | **To** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**[E] Research Experience :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Designation** | **Organisation** | **Period** | | **No. of\* papers presented / published** | **Remarks** |
| **From** | **To** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**[F] Text Books / Reference Books Authored \* :**

|  |  |  |
| --- | --- | --- |
| **Title** | **Year** | **Published By** |
|  |  |  |
|  |  |  |
|  |  |  |

\* Attach a separate detailed list.

**[E] Extra-Curricular Activities (attach a separate sheet if necessary) :**

**Sports/Fine-Arts/Elocution Competition/NCC etc. at State/National Level.**

|  |  |  |
| --- | --- | --- |
| **Name of Activity** | **State/National Level** | **Year** |
|  |  |  |
|  |  |  |
|  |  |  |

**[F] Name of References (other than relatives):**

|  |  |  |
| --- | --- | --- |
|  |  |  |

Any other relavant Information\* :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*(Attach a separate sheet if necessary)

Current Basic Pay/Month Rs. \_\_\_\_\_\_ Current Gross Emoluments/Month Rs. \_\_\_\_\_

Expected Basic Salary/Month Rs. \_\_\_\_\_\_\_\_\_

Time required to join \_\_\_\_\_\_\_\_\_\_\_

I, hereby declare that the above information is true to the best of my knowledge. If selected, I assure you to work most sincerely and satisfy my superiors.

Thanking you,

Date : Yours Sincerely,

Place : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Applicant