



# GANDHI MEMORIAL NATIONAL COLLEGE, AMBALA CANTT.

NAAC Re-accredited College with “A++” Grade (CGPA 3.56)

## APPLICATION FOR THE POST OF TEACHING FACULTY

Affix  
Passport  
Photograph  
here

Sr. No. ....

Application No. ....  
(To be filled by the Office)

### Notes:

- (i) This application form should be properly filled.
- (ii) Attested copies of all certificates/testimonials to be attached
- (iii) Application received after the due date or found incomplete may not be considered.

1. (a) Post applied for (Give full name of the Post) .....
- (b) (Advt. No. .... Date..... Name of the Programme .....
2. Name in full (in BLOCK LETTERS) .....
3. Present Postal Address (in BLOCK LETTERS) .....  
.....  
Telephone No. with STD Code ..... Mobile No. .... Email: .....
4. Permanent Postal Address (in BLOCK LETTERS) .....  
.....  
Telephone No. with STD Code ..... Mobile No. .... Email: .....
5. Father's/Husband's Name .....
6. (a) Nationality of the candidate .....
- (b) Whether belongs to S.C./B.C./ESM/Physically handicapped/General/Other .....
- (c) Material Status .....
- (d) Aadhaar Card No. .... PAN Card No. .... (attach copy)
7. (a) Date of Birth .....
- (b) Place of Birth .....
8. (a) If you are employed, your present designation .....
- (b) Name of employer .....

9. Have you ever been prosecuted or kept under detention or bound down or fined or convicted by a Court of Law for any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any Court of Law at the time of filling up of this application form? If the answer is 'Yes', full particular of the case, detention, fine, conviction, sentence etc. should be given.

10. (a) Education Qualification (Form Matriculation onwards)

Exam Passed	Univ/ Board	No. of Attempts	Roll No.	Year of Passing	Class or Divn.	Max. Marks	Marks Obtd.	% age	Subjects
Matric									
Hr. Sec./ Pre-Univ.									
Sr. Sec. (XII)									
B.A/B.Sc./ B.Com									
M.A/M.Sc/ M.Com									
Specialization in PG									
B.Ed.									
M.Ed.									
U.G.C. NET									
M. Phil									
Ph. D									
Any other Exam.									

(b) Distinction, if any .....

(c) i) Have you passed UGC/CSIR/JRF Examination?

If so, attach proof therefore .....

ii) If you are University appointed teacher or

University approved teacher of recognized

College (Attach copy of Approval letter) .....

**11. Teaching Experience (Details in chronological order, starting with first job). Attach extra sheet if needed**

<b>Name &amp; Address of College/Institution</b>	<b>Date of Joining – Leaving</b>	<b>Designation</b>	<b>Nature of Job</b>	<b>Basic Pay p.m. &amp; grade</b>	<b>Reasons for leaving</b>

**12. Administrative Experience (if any)**

<b>Name &amp; Address of College/Institution</b>	<b>Date of Joining – Leaving</b>	<b>Designation</b>	<b>Nature of Job</b>	<b>Basic Pay p.m. &amp; grade</b>	<b>Reasons for leaving</b>

**13. Exact Period of Teaching Experience (in years)**

	<b>Subject taught</b>	<b>Period</b>
		<b>From To</b>
<b>(i) Postgraduate Classes</b>	_____	_____
<b>(ii) Degree Classes</b>	_____	_____
<b>(iii) Any other</b>	_____	_____

**14. Co-curricular Activities (if any) .....**

**15. Topic of M.Phil Dissertation .....**

**16. Topic of Research for Ph. D. ....**

**17. Field for Specialization .....**

**18. List of Publication: Books/Research Papers (attach separate sheet)**

<b>a) Name of Book</b>	<b>Publisher</b>	<b>Year of Publication</b>
<b>b) Research Paper</b>	<b>Name of Journal</b>	<b>Date</b>

19. Basic Pay acceptable .....
20. Total Experience: Under-Graduate Classes ..... Post Graduate Classes .....
21. Period required for joining the post, if selected .....
22. Seminar/Conferences/Workshop/Refresher Course/Orientation Courses/Summer Schools etc. organized/ participated and sessions presided over, if any (Give year-wise detail):
23. Number of M.Phil and Ph.D dissertation/thesis supervised, supervision in progress, if any.
24. Number of research projects (joint/independent) (i) in hand, (ii) completed, if any:
25. Participation in the conduct of University Examination (as Centre Superintendent), Setting of Question Papers and evaluation of Answer scripts, if any (Give year-wise detail):
26. Participation in and contribution to the Committee work (as Added member to the faculties, member of Board of Studies etc.) in the various University/College bodies, if any (Give year – wise detail):
27. Membership of Professional Societies, if any:
28. National and/or International Awards, if any:
29. Extra Curricular Activities: Sports/NCC/NSS etc. if any (Give year – wise details):
30. Experience as a Hostel Warden if any (Give year – wise detail):

31. Experience in organizing for the Cultural Program and youth festival, if any (Give year – wise detail):
32. Experience in organizing Declamation contest, Paper reading contest and study trips, if any (Give year – wise detail):
33. Any other relevant information:
34. Reference: These should be professionally competent, who are well acquainted with some aspects of the application training accomplishment, capabilities, and the character but must not be relations. Two referees should be listed, and at least one of them should be citizen of India. For applicants having done Postgraduate or Post-doctoral, the research supervisors must be listed.
- a) Name: .....  
Occupation or Position .....  
Address .....
- b) Name: .....  
Occupation or Position .....  
Address .....
35. Declaration:
- (i) The foregoing information is complete and correct. I am not aware of any circumstances which may impair my fitness for employment in the College affiliated with K.U.K.
- (ii) I have never been disqualified from the University work/appearing in any University examination.
- (iii) I have never been dismissed either from Govt. of India or from University, College or other Public or Private Organization service.
- (iv) I have never been prosecuted, kept under detention or bound down/fined, convicted by the Court of Law for any offence.

Place .....

Date .....

(Signature of the Candidate)

#### CERTIFICATE FROM THE EMPLOYER, IF ANY

The application of Mr./Ms./Mrs. .... who is present working as in this ..... Department/Organization for the post of ..... In the .....forwarded and recommended for consideration. In case he/she is selected for employment in the ..... he/she will be relieved from his/her present position on ..... notice.

Place .....

Date .....

Signature of the Head of the Institution/Organization

(Seal of office)

**CHECK LIST AND LIST OF ENCLOSURES:**

- 1) Make sure you have pasted the photo on the first page of the application.
- 2) Please sign on the Declaration page.

Encl. No.	Document	Enclosed Y/N
1	Matriculation/Higher Secondary/SSLC/10 <sup>th</sup> Marks Card	
2	Bachelor's Degree Mark Sheet	
3	Bachelor's Degree Certificate	
4	Master's Degree Mark Sheet	
5	Master's Degree Certificate	
6	B.Ed Degree Mark Sheet	
7	B.Ed. Degree Certificate	
8	M.Ed Degree Mark Sheet	
9	B.Ed. Degree Certificate	
10	M.Phil Degree Mark Sheet (If applicable)	
11	M.Phil Degree Certificate (If applicable)	
12	Ph.D. Degree Certificate	
13	Experience Certificate	
14	SC/ST/PWD/OBC Certificate (If Applicable)	
15	NET-JRF (If applicable)	
16	NET (If applicable)	
17	SLET (If applicable)	
18	No Objection Certificate (If applicable)	
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