



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. _____

Deptt./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)



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

Affix
recent passport size
photograph
here

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APPLICATION FORM FOR APPOINTMENT ON THE NON-TEACHING POSITION

1. Candidate's Full Name

2. (i) Advt. No.:

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 Dated:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(ii) Post applied for:

(iii) Deptt. / Office:

3. Father's / Husband's Name in Full

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4. Address:

(i) Correspondence:
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.....

(ii) Permanent:
.....
.....

Pin:Mobile No: Pin:Mobile No:

Email Id:

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

Date

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 Month

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 Year

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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.)

S. No.	Qualifications*	Board / University	Year	%age	Subjects
1	Matric/S.S.C.				
2	Inter./Sr. Secondary				
3	B.A./B.Com./B.Sc./B.E./B.Tech.				
4	M.A./M.Com./M.Sc./M.E./M.Tech.				
5	M.Phil.				
6	Ph.D.				
7	N.E.T.				
8	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 10 duly filled in and signed copies of this proforma with the application form.
- 2) Candidates applying for the post of Assistant Professor are required to fill the attached scoring proforma.

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

Deptt. / 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)