

PANJAB UNIVERSITY, CHANDIGARH

Proforma for Appointment / Promotion for the Lecture / Senior Lecture / Selection Grade
Lecturer / Principal in the Colleges affiliated to Panjab University, Chandigarh

Application for Appointment / Promotion as.....

Guru Gobind Singh College for Women **Sector 26, Chandigarh**

Pay Scale _____ Minimum Pay Acceptable _____

Joining time (if selected) : _____

Note: 1. In case the space provided against any of the entries is found inadequate, please attach separate sheets, quoting the serial number relevant thereto.

1. Name in full Mr. / Mrs / Ms. _____
(in block letters)

Father's Name : Mr. _____

Present age : _____ Years _____ Month/s _____ days

Date of Birth : _____ Place of Birth _____

Nationality : _____ Marital Status : _____

Sex : Male : _____ Female _____

Member of Scheduled Caste / Tribe / Backward Class _____ (if yes please attach certificate from Tehsildar / Magistrate 1st Class of the area)

Nature of Disability (For PH candidates) _____

Affix recent
passport size
photograph

2. (i) Present designation & Official Address _____
(in block letters)

(ii) Present pay scale & Basic Pay : _____

(iii) Present Address (for correspondence) : _____
(in block letters) _____

(iv) Telephone Nos _____ (O) _____ (R) _____ (M)

E-mail address : _____

3. Educational Qualifications : (Please attach one set of attested copies of your Certificates along with Office copy of application. Other relevant information may also be attached with other nine copies of the Application Form)

| Examination | University / Board | Main Subject | Year of Passing | Percentage of Marks Obtd. (with Max. Marks) | Class / Divn. / Grade | Merit/Prizes/ Medals won, if any |
|-------------------------------------|--------------------|--------------|-----------------|---|-----------------------|----------------------------------|
| 1. Matric | | | | | | |
| 2. 10+2 / Pre Med / Pre. Engg.. | | | | | | |
| 3. B.A. / B.Sc. / B.Com. Etc. | | | | | | |
| 4. M.A. / M.Sc. / M.Com | | | | | | |
| 5. B.Ed. | | | | | | |
| 6. M.Ed | | | | | | |
| 7. M. Phil | | | | | | |
| 8. Ph.D. (with title) | | | | | | |
| 9. Eligibility Test For Lectureship | | | | | | |
| 10. Any other Exam (Please specify) | | | | | | |

4. Teaching Experience (Details in chronological order, starting with first job)

| Name & Address of College / Institution | Date of Joining-Leaving | Designation | Nature of Job | Basic Pay P.M. & Grade | Reasons of Leaving |
|---|-------------------------|-------------|---------------|------------------------|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

5. Administrative Experience (if any) :

| Name & Address of College / Institution | Date of Joining-Leaving | Designation | Nature of Job | Basic Pay P.M. & Grade | Reasons of Leaving |
|---|-------------------------|-------------|---------------|------------------------|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

6. Exact Period Teaching Experience (in years)

| | Subject taught | Period |
|--------------------------|----------------|---------|
| | | From To |
| (i) Postgraduate Classes | | |
| (ii) Degree Classes | | |
| (iii) Any other | | |

7. Publication, if any (please enclose list specifying whether these are of National or International level)

| Description | Published | In Press | Accepted for Publication | Reference of Citations of the work in Journals / Reviews. If any may be given. Use separate sheet, if necessary |
|--------------------|-----------|----------|--------------------------|---|
| | | | | |
| a) Books | | | | |
| b) Research Papers | | | | |
| c) Articles | | | | |
| d) | | | | |
| e) | | | | |

8. Seminar / Conferences / Workshop / Refresher Courses / Orientation Course / Summer School etc. organized / participated and sessions presided over, if any : (Give year wise details) :

9. Number of M.Phil and Ph.D. Dissertation / thesis supervised, Supervision in progress, if any.

10. Number of research projects (joint / independent) in hand, (ii) completed, if any.

11. Participation in the conduct of University Examination (as Centre Superintendent) Setting of question Papers and evaluation of Answer scripts etc.) If any (Give year wise details) :

12. 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 details)

13. Membership of Professional Societies, if any :

14. • National and / or international Awards, if any :

15. Extra Curricular Activities: Sports/NCC/NSS etc. If any: (Give year wise details):

16. Experience as a Hostel warden, if any: (Give year wise details):

17. Experience as Organizer for the Cultural Programme and Youth Festivals, if any: (Give year wise details)

18. Experience in organizing declamation contests. Paper reading contest and study trips, if any: (Give year wise details)

19. Any other relevant information:

20. Is involved in a case lying in the Court of Law Yes _____ No _____
(if yes, give details)

21. **Referees:**

These should be professionally competent persons, well acquainted with some aspects of the applicant's training accomplishments, capability and character **but must not be relations**. At least two of them should be citizens of India. For applicants having done post-graduate or post-doctoral research, the research supervisors must be listed. Supervisor of each major employment and present of most recent employment must be listed.

| Name | Occupation/ Position | Address |
|------|----------------------|---------|
|------|----------------------|---------|

1.....

2.....

22. List of Enclosures (including testimonials)

1.....3.....5.....6.....

2.....4.....6.....8.....

23. **Declaration:**

I solemnly declare that:

- (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 Panjab University.
- (ii) I have never been disqualified from 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

NOTE: If any information supplied by me in the Application Form is found to be incorrect/false at any stage, my candidature / selection may not be considered.

.....
Signature of Applicant

Place:.....

Date:.....

Recommendation of the Employer:

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Signature of Employer
With Official Seal