



भारतीय सूचना प्रौद्योगिकी संस्थान कोटा
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY KOTA

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(All the columns are to be filled in capital letters neatly or printed on A-4 size paper)

APPLICATION FOR THE POST OF

Affix self-
attested
Passport
size
Photograph

1. Name of the Applicant:
(BLOCK LETTERS ONLY)

2. Date of Birth: ___/___/___ Age (as on last date of receipt of applications): _____

3. Sex: Male/Female: _____ 4. Nationality: _____

5. Father's / Husband's Name : _____

6. a. Postal address for communication _____

b. Permanent Address : _____

7. a. Telephone No. & Mobile No. : _____

b. E-mail (compulsory) : _____

c. Fax No. : _____

8. Whether belongs to SC/ST/OBC (only NCL) _____

9. Date of retirement under central/state Government rules _____

10. Have you ever been convicted by a court of law or is there any criminal case pending against you? If so specify.

11. Educational Qualifications starting from Class X (Attach copies of certificates / mark sheets, etc.)

Examination Passed	Board/ University	Duration	Year of passing	Division With % of marks	Subjects studied/ Specialization

Note: Qualification claim must be supported by the documentary evidences.

12. Details of employment starting with the most recent (attach separate sheet, if necessary)

Posts held	Department/ Organization/Company	Period of employment		Scale of pay	Present/last pay & Gross Amount	Nature of duties
		From	To			

Note: Experience claim must be supported by the documentary evidences as per Annexure-I.

13. In case the present employment is held on deputation basis, please state

- (a) The Date of initial appointment :
- (b) Period of appointment on deputation/contract :
- (c) Name of the office/organization to which you belong:

14. Additional details about present employment

Please state whether working under (indicate the name of your employer against the relevant column)

- (a) Central Government
- (b) Autonomous Organization
- (c) Others

15. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the Pre-revised scale

16. Total emoluments per month:

17. Describe briefly the specialized professional experiences, skills and expertise, you have acquired:

Additional information, which you would like to mention in support of your suitability for the post. (Attach extra sheets if required)

18. If appointed, how much time required for joining the post: _____

19. Any other relevant information:

20. Name, Address, Telephone No. and E-mail ID of at least two referees:

1.
2.

21. Details of Enclosures: Self attested copies of certificates for proof of Age, Qualifications & Experiences etc.

- a. _____
- b. _____
- c. _____
- d. _____

22. Remarks:

DECLARATION

1. I hereby declare that I have carefully read and fully understood all the instructions and details pertaining to the post being applied for by me, all statements made and information furnished in this application are true and complete to the best of my knowledge and belief.
2. I also declare that I have not concealed any material information which may debar my candidature for the post applied for. In the event of suppression or distortion of any fact including category, age or educational qualification, etc. made in my application form my candidature for the above post will liable to be debarred.
3. I have carefully gone through the vacancy circular and I am well aware that curriculum vitae duly supported by documents by me may also be verified by the selection committee at the time of selection for the post

Place: _____

Date: _____

Signature of the candidate

CERTIFICATE

(To be given by the Head of the organization)

Certified that the particulars have been verified and found to be correct. It is also verified that no disciplinary/vigilance case is either pending or contemplated against the officer. Integrity of the officer is also verified. Annual Performance Appraisal Reports for the past 3 years are attached.

Place:

Date:

Signature and seal of the Head of the Organization