



**SHRI VILEPARLE KELAVANI MANDAL'S
DWARKADAS J. SANGHVI COLLEGE OF ENGINEERING**
Approved by AICTE and Affiliated to the University of Mumbai



(APPLICATION FORM FOR EMPLOYMENT)

Name of the post applied for _____/Branch _____
(Please fill separate application for each post/branch)

(1) Full Name: Shri / Smt / Kumari /Dr. _____
(Beginning with Surname) _____
(In BLOCK LETTERS) _____

(2) Address : _____
_____ Tel. No. _____
Mobile No. _____
Email ID _____

Affix the
latest
Passport size
Photograph

(3) Date of Birth : _____ Age : _____
Place of Birth : _____

(4) Home Town with Address : _____

(5) Marital Status : _____

(6) Do you belong to any of the backward class categories (Reserved Categories)? If yes, please state the category and furnish the evidence (as an attachment) :
Category _____

(7) Academic Qualification (Give full details beginning from S.S.C. or equivalent examination along with attested true copies of certificates and statements of marks) :

Examination Passed	University	Name of College or School	Class or Division obtained with percentage of marks	Month & Year of Passing	Number of attempts at examination	Remarks

P.T.O.

(8) Period of Practical / Professional / Industrial Experience: _____ Years _____ Months

(9) (i) Period of Teaching Experience : _____ Years _____ Months

(ii) Subject and Classes taught: _____

(10) Details of Experience (Give attested true copies of certificate):

Name of Employer	Designation of post held	Period of appointment*		Pay-scale of the post held if any	Last salary drawn in each case (Basic & Allowances separately)	Reasons for leaving job
		From	To			

*Please state whether the appointment was full-time or part-time and whether permanent / temporary / probationary.

(11) Give details of publications, research Papers etc. _____

(12) Professional attachments, if any _____

(13) Special qualifications or experience in respect of the post applied for _____

(14) Is the minimum pay in the pay-scale Acceptable to you? Yes / No

If not what is the minimum starting pay (basic) acceptable? _____ per month (Basic)

(15) What notice period will be required by you for joining duties? _____

(16) Names and address of two Persons (who should not be relatives of the applicant) to whom reference may be made regarding applicant's work, character, etc. (i) _____

(ii) _____

(17) Name and address of the present employer : _____

(18) Give details of attested true copies of certificates and testimonials enclosed.

(1) _____
(2) _____
(3) _____
(4) _____
(5) _____
(6) _____
(7) _____

DECLARATION

I hereby declare that the personal information given in this application is true, complete and correct and that no material information is willfully suppressed by me. I stand to be disqualified from securing employment in the college in the event of my being found to have rendered false incomplete and / or incorrect information.

Date: _____

(Signature of Applicant)

INSTRUCTIONS TO THE APPLICANTS

1. If employed in Government, Semi-Government, Local Authorities, Universities or Colleges, the applicants shall submit their applications through proper channel. However, an advance copy can be sent to the College directly.
 2. Unless complete information against each item is given and the requisite evidence and testimonials are supplied along with this application, the application will not be considered.
 3. An applicant who knowingly or willfully furnished incomplete, incorrect and / or false information will be disqualified and if appointed, will be liable to dismissal from service.
 4. If the space against any item mentioned above is insufficient, full particulars should be given on a sheet of paper which should be forwarded with this application, entering at the appropriate place a reference to the sheet attached.
 5. Applicants shall account for breaks, if any, in their academic career.
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