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PANDIT MOHAN LAL S. D. COLLEGE FOR GIRLS,
DERA BABA NANAK ROAD, FATEHAGRH CHURIAN
GURDASPUR-143602
(AFFILIATED TO GURU NANAK DEV UNIVERSITY, AMRITSAR)
(NAAC ACCREDITED GRADE "B" COLLEGE)

PERFORMA FOR APPOINTMENT PRINCIPAL ON REGULAR BASIS

- 1) Applications received after due date and of incomplete nature will be rejected.
- 2) Send a copy of the application to the Dean Colleges Development Council, Guru Nanak Dev University, Amritsar along with the draft as applicable.
- 3) Kindly fill the application in **BLOCK LETTERS**

1. Name in full Mr./Miss/Mrs. _____ Sex: M/F _____

2. Father's Name _____

3. (i) Address for Correspondence _____

Tel. _____ Email _____

(ii) Permanent Home Address _____

Candidates who apply from abroad may state:

Likely date of visit to India _____

Postal address in India _____

4. Post applied for _____ Advt. No. _____

Department/Office _____ Station _____

Area of Specialization _____

5. (i) If selected, how much time would you require for joining the post? _____

(ii) Pay acceptable _____

6. Date of Birth _____ (ii) Place of Birth _____

7. Nationality _____

(i) A citizen of India by birth and/or by domicile? _____

(ii) If a foreign national, state the name of Country? _____



8. Name of the State to which you belong _____

9. Specify if you belong to any of the following:

(a) Scheduled Caste/Tribe _____

(b) Backward Class _____

(c) Disabilities Category:

(i) Blindness or Low Vision _____

(ii) Deaf/Hearing impairment _____

(iii) Orthopedically handicapped _____

(Please state the correct position and attach certificate in support thereof issued by the competent authority)

10. (i) Whether married or single? _____

(ii) If married, the number of children _____

11. Were you ever prosecuted or convicted? _____

12. Are you in receipt of any kind of pension? _____

13. Are you a dismissed employee? State 'Yes' or 'No' _____

(if yes, reason thereof) _____

14. Were you ever disqualified from appearing in any university examination/undertaking University work? State 'Yes' or 'No' _____

15. **Employment:** Give particulars concerning all periods of employment of a professional nature:

Name of employer	Date of joining	Date of leaving	Position

Nature of duty or work	Name of Head under whom worked	Basic pay p.m. with the Grade

16. **Education:** Give particulars concerning University or other higher or technical education or of Post-doctoral research. Mention all examinations passed, the degrees and qualifications obtained commencing from the matriculation or equivalent examination. Attach copies of certificates:

Name of Examination(s) Passed	Board/ University	Year of Passing	Subjects	Marks Obtained/ Max. Marks	% of Marks	Class or Division Honours or Distinction

17. **Particulars of having passed NET/JET/GATE etc:**

Name of Test _____ Month & Year _____ Roll No _____

18. **Which languages (including Indian languages) can you read, write and/or speak?**

Give Particulars and the examinations, if any, passed in each.

Read only	Speak only	Read or speak	Read, write and speak	Examination passed

19. **Details of Publications** (Mention numbers only). Attach a complete list of Publications with respect to each category, giving full particulars ?

	Published	In Press	Accepted	Communicated
1 Books				
1.1 Reference/Text Books				
1.2 Edited Books				
1.3 Other Books				
2 Articles				
2.1 In Foreign International Journals				
2.2 Referral Journals				
2.3 Non Referral Journals				
2.4 Other Articles				
3 Abstracts				
4 Manuals, etc.				
5 Any other(specify)				

20. Teaching/Research Experience:

Experience in Universities/ Affiliated Colleges/ and or in nationally/ internationally recognized Research Institutions/ Laboratories.

(A) Teaching Experience:

(i) Post Graduate Classes _____ Years _____ Months

(ii) Degree Classes _____ Years _____ Months

(B) Research Experience: _____ Years _____ Months

21. **Experience of supervising research or administration (Give details) :**

22. **References:** These should be professionally competent persons who are well acquainted with the applicant's training, accomplishments, capabilities and the character but must not be relations. Three references should be listed and at least two of them should be citizens of India. For applicant's having done post-graduate or post-doctoral research, the research supervisors must be listed. Employer of each major employment and of the present/latest employment must be listed.

1. Name : _____
Occupation or Position _____
Address _____

2. Name : _____
Occupation or Position _____
Address _____

3. Name : _____
Occupation or Position _____
Address _____

23. Copies of testimonials from :

24. Academic achievements and extracurricular activities (Give details) :

25. **Additional remarks:** The applicant may mention here any special qualifications or experience which have not been included under the heads given above. If the space below is insufficient, attach a separate sheet and indicate here.

26. List of enclosures sent with the application :

(i) _____	(ii) _____
(iii) _____	(iv) _____
(v) _____	(vi) _____

27. Marks scored as per API based Performance Based Appraisal System(PBAS)

: _____

I hereby solemnly declare that the information provided in this form is true to the best of my knowledge and belief. I understand that any material misrepresentation or omission made renders me liable to rejection of my candidature.

Date _____
Place _____

Signature of the candidate

Recommendation of the employer

Signature and designation of the employer
Seal of the office

Date _____
Place _____

NOTE: PLEASE REFER TO THE DOCUMENTS PROVIDED ON THE COLLEGE WEBSITE
W.R.T. CALCULATION OF API SCORE & OTHER IMPORTANT DOCUMENTS

