



An ISO 9001 : 2008 Certified Campus

HJD SCIENCE COLLEGE

Managed by

Swa. Kanji Karshan Halai Education and Charitable Trust

Kera - Mundra Road, At. KERA (Kutch - Gujarat - India)

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APPLICATION FORM

(FILL IN BLOCK LETTERS ONLY)

Position Applied for : _____
Department / Specialization : _____
Highest Qualification : _____
Qualified Experience for the post : _____
Total Experience for the post : _____

Paste your
recent Passport
size self attested
photograph here

(Do not staple)

PART - 1 : PERSONAL INFORMATION

1. Name : _____
2. Date of Birth : _____
3. Nationality : _____
4. Gender (M/F) : _____
5. Marital Status : _____
6. Telephone No. : _____
7. Mobile No. : _____
8. Email ID : _____
9. Do you belongs to SC/ST/SEBC/Physically Handicapped (Attach Proof) ? Yes No
10. Address :-

Correspondence Address

Permanent Address

FOR OFFICE USE ONLY

Date of Interview : _____
Department / Specialization : _____
Post Selected For : _____
Pay Scale : _____
Date of Joining : _____

Authorized Sign

PART – 2 : ACADEMIC ACHIEVEMENT

11. Academic Qualification (High School Examination Onward).

Examination/ Degree	Board/ University	Subject/ Specialization	Year of Passing	Division / CGPA	Marks in Percentage	Proof Encl. No.
Secondary School Exam (SSC)						
Higher Secondary School Exam (HSC) / Diploma						
B.E./ B. Tech./ BBA/ BCA/B.Com./ B.Sc./ BA						
ME/ M. Tech/ M. Sc./ MBA / MCA/ M.Com/ MA /M. Phil.						
Ph. D.						
Other						

12. Language Proficiency (Mark as per your proficiency. for Excellent – 5 to for poor – 1).

Language	Read					Write					Speak				
English	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Hindi	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
Gujarati	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5

13. Have you, as a student, participated during co-curricular activities/event/conferences / symposia? If so, give details:

14. Have you been ever received any scholarship/reward/honor as a student? If so, give details thereof.

15. Has there been any break in your academic career? If so, give details.

16. Have you ever been punished during your studies at college or university? If so, give details with reasons.

17. Any other information related to your academic achievement as a student.

PART – 3: PROFESSIONAL ACHIEVEMENTS

18. Details of appointments (in chronological order):-

(a) Teaching and Research Appointments.

Position Held	Organization	Basic Pay	Gross Pay	Period		Proof Encl No.
				From	To	

(b) Industrial Field Appointments.

Position Held	Organization	Basic Pay	Gross Pay	Period		Proof Encl No.
				From	To	

19. Other Academic Achievements:

(a) Publications (in numbers):-

- (i) Papers in referred Journals:
- (ii) Papers in Conferences /Symposia:
- (iii) Books :

(b) Membership/Fellowship of other institutions/professional societies/bodies:

(c) Special Certificate Training/ Soft Skill Achievement / Software Tool Literacy :

(d) Other Participation/Experience :-

- (i) Participation in short term/continuing education/ specialist courses (if yes, give details) :
- (ii) Participation in Educational Program (if yes, give details):

PART – 4 : GENERAL INFORMATION

20. Give names of two references, not related to you but, well acquainted with your academic with full address.

	Reference : 01	Reference : 02
Name		
Organization		
Designation		
Address		
Contact No.		
email ID		

21. Name and Address of your present employer:

Name		Present Pay Scale	:	_____
Organization		Present Basic Pay	:	_____
Designation		Other Allowances	:	_____
Address		Gross Pay	:	_____
Contact No.		Date of Increment	:	_____

22. Are you willing to accept the initial salary of the grade? (If no, state what is the minimum salary acceptable with justification thereof).

23. If appointed, what period would you require before joining the post?

24. Submit your medical emergency information of your past medical history, chronic illness.

25. Self Attested enclosures / certificates / testimonials. (Please Mark (√) in given box)

<input type="checkbox"/>	Leaving Certificate	<input type="checkbox"/>	S.S.C. Certificate	<input type="checkbox"/>	H.S.C. or equivalent Certificate
<input type="checkbox"/>	Graduate all Semester Mark sheet	<input type="checkbox"/>	Graduate Degree/ Provisional Certificate	<input type="checkbox"/>	Masters all Semester Mark sheet
<input type="checkbox"/>	Master Degree / Provisional Certificate	<input type="checkbox"/>	Thesis Submission Letter	<input type="checkbox"/>	Other Certificates/ Cast Category Certificates
<input type="checkbox"/>	Experience Letter	<input type="checkbox"/>	Publication/Award	<input type="checkbox"/>	Testimonials
<input type="checkbox"/>	Photo Proof	<input type="checkbox"/>	Address Proof	<input type="checkbox"/>	PAN Card

DECLARATION TO BE SIGNED BY THE CANDIDATE

I, hereby declare that the entries in this form are correct and true to the best of my knowledge and belief. If at any time, I am found to have concealed/suppressed any material/information or given any false details, my appointment shall be liable to be summarily terminated without notice or compensation.

Place :

Date :

Sign : _____

Applicant's Name :