



**ASSAM UNIVERSITY
(A Central University)**

Silchar-788 011

APPLICATION FORMAT FOR NON TEACHING POST

Use separate format for each post

(Please read carefully the instructions given in the eligibility criteria & general instructions before filling the format. All entries should be in the candidate's own handwriting)

1. Employment Notification no. 2/2020 Dated: 28th May 2020

2. (i) Post applied for (ii) Campus:

3. (i) Fees paid ₹ (ii) Transaction No & date.

If exempted, reason thereof:

Paste a recent
passport size
photograph and
sign across it

4. a) Name in full (in capital letters):

b) Father's/Husband's Name:

c) Mothers Name:

d) Whether belonging to: SC [] ST [] OBC [] PWD [] UR [] EWS []

(Please enclose attested copy of caste /disability proof certificate issued by the competent authority)

e) Place of birth

f) Date of birth (Christian era)

g) Age (in years as on 15th July, 2020)

5.

(a) (I) Permanent address (with phone number and e-mail address)

(b) Address for correspondence (with phone number and e-mail address)

6. a. Educational Qualifications (commencing with Matriculation) Attach true copies
Attested by Gazetted Officer (Originals to be produced when called for interview)

| Sl No | Examination passed | University/ Board | Year | Total Marks | Marks Obtained | Class/ Division / Grade | % of marks | Subject offered |
|-------|--------------------|-------------------|------|-------------|----------------|-------------------------|------------|-----------------|
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b. Details of Research Publication (attach separate Sheet if necessary):

7. Details of employment (details of present post at the beginning)

| Post held | Office/ Institution where employed | Date of Joining | Date of leaving | Scale of pay | Basic pay Rs | Total allowances Rs | Total salary (Gross) Rs |
|-----------|------------------------------------|-----------------|-----------------|--------------|--------------|---------------------|-------------------------|
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(Please enclose attested copies of certificates/proof in support of employment)

8. (a) Do you read the eligibility & all instructions carefully : Yes [☐] No [☐] Tick Mark ✓

(b) Do you fulfill the essential qualifications as specified in the eligibility criteria: Yes [☐] No [☐]
Tick Mark ✓

(b) Are you fulfilling the Job requirement meant for the post applied? Yes [☐] No [☐] Tick Mark ✓

9. Any other relevant particulars not covered in the above columns:

10. Have you any near relation among the staff of this University or employer of the university? If so, state:

| Name of the Person | Designation | Relationship with the candidate |
|--------------------|-------------|---------------------------------|
| | | |
| | | |

11. Are you a member of any Professional body? If so, give details (attach separate Sheet if necessary)

12. Name & address of two referees (These should be persons resident in India and in case the candidate is in employment, he/she should give his/her most recent employer as one of the referee)

(a) Name

Occupation or Position:

Address with Phone number & Email id:

(b) Name

Occupation or Position:

Address with Phone number & Email id:

I hereby declare that all the statements made in this application form and enclosures are true to the best of my knowledge and belief. If any information is found incorrect/wrong, I shall be liable for action as decided by the University authority.

Place:

Date:

Signature of the applicant

Name:

Recommendation /Endorsement of the Employer

Sri/Smt/Dr.....is a permanent/temporary employee of this organization holding the postwhich carries the pay scale of RsLevel.....and his/her application is forwarded for consideration and necessary action.

Place:

Date:

Signature

Seal