

NATIONAL INSTITUTE OF TECHNOLOGY, MIZORAM
Chaltlang Dawrkawn, Aizawl, Mizoram – 796012
(Advt No. NIT-MZ/R/F-NF/01/2015)

APPLICATION PROFORMA FOR THE POST OF NON-TEACHING POSITION

(Candidates are advised to read general instructions and information, before filling up the Application form)

APPLICATION FOR THE POST OF _____

DD. No. & Date: _____

Bank: _____

Amount: _____

1. Name in Full: _____ **Gender: M / F**
(In Block Letters)

2. a) Father's Name: _____

b) Mother's Name: _____

3. i) Address for correspondence:

Phone No. _____ Fax No. _____

Mobile No. _____

E-mail address: _____

ii) Permanent Address : _____

4. Nationality: _____

Date of Birth : dd/mm/yy Age: Years Months

5. Category: SC ST OBC UR PWD

In case of OBC, whether belong to Non creamy layer ... **Yes / No**

6. Particulars of Educational Qualifications (Attach separate sheet, if required):

| Sl. No. | Degree Obtained & Branch / Specialization (specify) | Name of the Board/University & Institute | Year of Passing | % of Marks/ CGPA | Class/ Division |
|---------|---|--|-----------------|------------------|-----------------|
| 1 | HSC | | | | |
| 2 | Higher Secondary | | | | |
| 3 | Bachelor's Degree | | | | |
| 4 | Master's Degree | | | | |
| 6 | Others (if any) | | | | |

Affix self attested
recent coloured
passport photo

7. Particulars of Technical/ Professional Qualifications (Mark sheets should be enclosed):

| Sl. No. | Examination Passed | Name of the Board/ University/Institute | Year of Passing | % of Marks/ CGPA | Class/ Division |
|---------|--------------------|---|-----------------|------------------|-----------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

8. Experience and details of employment, if any (Certificate should be enclosed):

| Sl. No. | Name of Organization | Name of Post | Period | Nature of Work |
|---------|----------------------|--------------|--------|----------------|
| | | | | |
| | | | | |

9. Any other information relevant to the Post applied for:**10. DETAILS OF TESTIMONIALS / CERTIFICATES / DOCUMENTS ENCLOSED:**

N.B.: Every application must be accompanied by self attested photo copies of documents in support of claims made by the candidate in respect of date of birth, academic qualifications, training, experience, caste etc.

(Do attach self attested copies of all documents/ certificates in support of the information furnished by you.)

- | | | | |
|----|-------|-----|-------|
| 1. | _____ | 2. | _____ |
| 3. | _____ | 4. | _____ |
| 5. | _____ | 6. | _____ |
| 7. | _____ | 8. | _____ |
| 9. | _____ | 10. | _____ |

Date:

Name & Signature of the Candidate

DECLARATION BY THE APPLICANT

I, the undersigned, hereby declare that I have carefully read and understood the instructions and particulars provided by the Institute and affirm that all information that I have furnished is true to the best of my knowledge and belief.

I understand that I alone will be responsible for any consequences arising out of incorrect and / or incomplete information furnished in this application.

Place : _____ Signature of applicant : _____

Date : _____ Name : _____

ENDORSEMENT BY FORWARDING AUTHORITY

(Only for applicants who are in service of Govt./ semi Govt. /PSUs/Universities/ Academic Institutions)
(To be filled in by the present employer)

Forwarded the application of Mr./ Ms./ Dr _____.

Place: _____ Signature of the Forwarding Authority: _____
Date: _____ Designation: _____

Office Seal: _____

FOR OFFICE USE ONLY

1. Application received on: _____

2. Remarks _____

3. Selected for the Interview: **YES / NO**

4. Contact details of Candidate: (a) e-mail: _____

(b) Mobile No: _____

NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM
Summary Sheet for Non-Teaching Post
 (To be filled by the candidate)

1. **Name of the Candidate** : _____
2. **Contact Details** : Mob: _____
 Email: _____
3. **Post Applied For** :

4. **Educational Qualifications:**

| Sl No | Certificate/ Degree | Name of the Institute / University | Year of Passing | % of Marks/ Grade/Div. | For Office use |
|-------|---|---------------------------------------|--------------------|---------------------------|-------------------|
| 1. | HSC | | | | |
| | Higher Secondary | | | | |
| | Diploma | | | | |
| | Bachelor's degree | | | | |
| | Master's degree | | | | |
| | Any Other | | | | |
| 2. | Experience (in years / Months) | | | | |
| | Post Held | Organization | Exp. In Yrs/Mn | Salary Drawn | |
| | | | | | |
| | | | | | |
| | | | | | |
| 3. | Any other relevant Qualifications / Experience | | | | |

Date:

Signature of the candidate