

Sl. No.....

APPLICATION FORM
For Post of Finance Officer/ Controller of Examinations

Paste here a recent passport size photograph duly signed by the candidate

RAIGANJ University
Raiganj, Uttar Dinajpur

To
The Registrar
Raiganj University
Raiganj Uttar Dinajpur

Sir,

I hereby apply for the Post ofin response to your advertisement
No..... dated The requisite particulars are given below in the prescribed proforma.

Yours faithfully,

.....
(Signature of the applicant)

Date:

BIO-DATA

1. Name in full (in block letters) :.....

2. Address for communication (in block letters) with PIN :.....

.....Mobile No.....

E-mail:

3. Permanent address :

.....

.....

4.Date of birth (as per Madhyamik/ Equivalent certificate)

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5.Name of Father & Mother :.....

6.Nationality:

7.Whether belongs to UR/SC/ST/BC

8. Marital status: (a) Single/Married..... (b) Name of spouse (if married)

9. Educational qualifications:

Examination passed	Board/university	Year of passing	Class/Div	%of Marks	Subjects studied	Any other information
M.P or equivalent						
H.S. or equivalent						
U.G. Degree (Please mention Hons./Major)						
P.G. Degree*						
M.Phil						
Ph.D						
Any other degree or Qualification						
*Mention Specialization					

10. Whether qualified at NET/SLET etc. and in which year qualified

11. (a) Title of Ph.D thesis, if any :.....
 (b) Date of submission of Ph.D thesis, if any :.....

12. Publications:
 (a) Papers in referred research journals:.....
 (Use separate sheet for the list)
 (b) Books (Title/Publisher/Year) :.....

13. Participation in academic Seminar/ Conference/Workshop with title of papers presented :.....
 (Use separate sheet for the list)

14. Administrative/Professional experience :.....
 (in years)

15. Details of employment in chronological order (Gaps, if any, should be explained)

Employer	Post held with designation	Whether Permanent or Temporary	From	To	Length of service	Scale of pay & pay drawn with D.N.I	Remarks, if any

16. Research experience:		Years	
a)	Topic of Research:.....		
b)	Place of Research:.....		
17. Teaching experience:	Designation	College/Univ./Institute	No. of years Pass/Honours
(A) Under-graduate Level:			
(B) Post- graduate Level:			

If selected, time required for joining:.....

Additional information, if any:.....

I certify that above statements are true to the best of my knowledge belief. I accept that in case any of the information is found to be incorrect or in case there is any suppression of fact, the application is liable to rejected.

.....
(Signature of the applicant)

18. Enclose the following:

- ☐ One set of self attested copies of all testimonials along with 5 (five) sets of filled in Application form.
- ☐ Proof of application through proper channel.
- ☐ Two self-addressed envelopes of 25x13 cms size
- ☐ Requisite crossed Bank Draft drawn in favour of the Raiganj University; payable at Raiganj has to be enclosed at the time of submission of Application form.

