भारतीय प्रौद्योगिकी संस्थान पटना
Indian Institute of Technology Patna

FORM OF APPLICATION FOR APPOINTMENT (NON-FACULTY) BY SELECTION

To,
Deputy Registrar,
(Administration)
Indian Institute of Technology Patna
Bihta, Patna, Pin – 801 106, Bihar.

Photo

1.	Name in full (in capital letters)	
2.	Father's/Husband's Name	
3.	a. Marital Status	b. Male/Female
4.	a. Permanent address Email id: Mobile no.:	b. Address for correspondence* Email id: Mobile no.:
5.	a. Post applied for	
	b. Advertisement Number and date	
	c. Department	
	d. DD No. with date and name of drawing bank	
6.	Date of birth (please enclose self attested copy of certificate)	
7.	Are you a citizen of India? (If no, please provide details).	
8.	Please state your category (Gen/ST/ SC/OBC/PH/ES) (please enclose self attested copy of certificate)	
9.	If you are employed, please state the name of your employer, your present basic pay & scale of pay	

* *Any change in address should at once be communicated to the Deputy Registrar, IIT Patna, Bihta, Patna, Pin – 801 106, Bihar, (Phone & Fax: 0612-3028103).*

10. Details of educational qualifications: Please give particulars of all examinations passed and degrees obtained commencing with the High School Leaving (10th standard / Matriculation) Examination. Please attach true copies of certificates and mark sheets duly attested.

Sl. No.	School / College / Institute	Date of entry	Date of leaving	Name of the Board / University / Institution	Examination / Degree / Diploma Passed	Distinction / Class / Division	Subjects (Please mention field of specialization, honors, etc. where applicable)	Percentage of marks	Date of passing

11. Details of employments: Please give particulars of your present and past employments in chronological order, starting with the present one :

Sl. No.	Organization / Institute	Position held	Nature of duties / work	Date of joining	Date of leaving	Last / Present Basic Pay	Scale of Pay

12. Languages you can read, write and speak?

Name of Language	Read	Write	Speak	Examinations passed, if any

13. Are you a member of any professional body? If so, give details :

14. Have you been a member of the N.C.C. or any other similar organization?

15. Have you previously applied for any post in this Institute? If so, give particulars stating date of application.

16. Have you any near relation among the staff of this Institute? If so, state :

Name of the person	Designation	Relationship with the candidate

17. Have you been outside India? If so, state:

Country visited	Purpose of visit	Year

18. Give particulars of places where you have resided for more than 1 year during the preceding 5 years.

From	To	Residential address in full

(The entries on this page should be in the candidate's own handwriting)

19.	Additional Remarks : (Applicants may mention here any special qualifications or experience, including that of Computer knowledge, which have not been included under the heads given above)
20.	Reference : (These should be persons resident in India and holders of responsible positions, and they should be intimately acquainted with the applicant's character and work, but must not be relations. Where the candidate has been in employment, he should either give his present or most recent employer or immediate supervising officer as a reference). I. Name : Occupation or Position : Address : II. Name : Occupation or Position : Address :
21.	Details of enclosures sent with the application: -

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief.

Date: _____

Signature of the Candidate