



**Defence Institute of Advanced Technology**  
**(A Deemed to be University u/s 3 of UGC Act 1956) Girinagar, Pune- 025**

An Autonomous Organisation funded by Department of  
Defence Research & Development, Ministry of Defence, GOI)

**Application for Appointment to : Faculty Positions**

FOR OFFICE USE ONLY	
APPL. NO.	DATE:

PASTE HERE A  
SIGNED COPY  
OF YOUR  
RECENT PASS-  
PORT SIZE  
PHOTOGRAPH

**Name of the post applied for:** FINANCE OFFICER

**Advt. No** 03-NTS-2019

Demand Draft No. .... Date ..... for ` .....

Issuing Bank & Branch .....

**payable at:** Pune **Branch:** IAT (02155) **Bank Name:** State Bank of India

**GENERAL INFORMATION:**

1. (i) Name in Full : .....
- (ii) if married, maiden name : .....

2. Father's/Husband's Name:.....

3. Date of Birth : Date.....Month.....Year.....  
(As recorded in Matriculation or equivalent certificate)

4. Age (as on the last date for receiving of application): .....years.....months .....days

5. Nationality : .....

6. Marital Status : Married / Unmarried

7. Sex : Male / Female /TG

8. (a) Category : ST/SC/OBC. If any other, specify.....

(b) Sub category : PWD(OH/VH/HI)/Ex-Serviceman/Sports. If any other specify?

## 9. PERMANENT ADDRESS:

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 .....  
 .....

District : ..... State : ..... : PIN : .....

## 10. ADDRESS FOR CORRESPONDENCE:

.....  
 .....  
 .....

District : ..... State : ..... : PIN : .....

e-mail id .....

Land-line Ph.: ..... Mobile .....

## 11. EDUCATIONAL QUALIFICATIONS (\*) (from Matriculation onwards):

Examination	Board / University	Year of Passing	Marks			Class/ Grade	Subject(s)
			Obtained	Out of	% of Marks		
Matriculation (10 <sup>th</sup> )							
Higher Secondary / Intermediate (12 <sup>th</sup> )							
Diploma/ Bachelor's Degree							
Any other Bachelor's Degree							
Master's Degree							
M. Phil./ Ph. D.							
Technical Qualifications (if any)							
Computer Qualifications							
Any other Qualification (if any)							

**(Note : (\*) Please attach separate sheets if the space is insufficient)**

12. TEACHING/TECHNICAL/PROFESSIONAL EXPERIENCE (Starting from the latest): **(\*)(#)**

Designation	Name of the Organization/ in case of non-Govt. pl specify.	Basic pay (Pay in pay band+ grade pay)/Pay Band/if any other scale, pl specify clearly.	Nature of Appointment Regular/Permanent/Temp./on contract/ Adhoc	Period of Service		
				From	To	Period

**Note:** (\*) Attach separate sheets if the space is insufficient.  
 (#) Attach Service Certificates indicating the period of employment and breakup of emoluments drawn.

13. ADDITIONAL INFORMATION, IF ANY:

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14. I hereby declare that all entries made by me in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false, incomplete or incorrect, my candidature/appointment is liable to be cancelled/terminated. I have enclosed attested copies of the supporting documents in respect of Sr. No. 3, 8, 11 and 12 above.

Place.....

Date.....

Signature of the Applicant

(Encl: As above)

ENDORSEMENT OF THE EMPLOYER

Ref. No.....

Date.....

1. The application of \_\_\_\_\_ is hereby forwarded with the remarks that we have no objection to his/her application being considered.
2. Certified that the information given by the applicant in this application form has been checked/verified and found to be correct with reference to his/her service records.
3. **Applicable in case of deputation:** Attested copies of the applicant's confidential reports for the preceding five years along-with Vigilance Clearance/Integrity Certificates are enclosed.

Signature of the forwarding Officer  
(with office seal)

(The endorsement on this page is to be signed and forwarded by the Head of the Department/Employer in the case of candidates, in service whether in permanent or temporary capacity failing which the application is liable to be rejected).

CHECK LIST

- |    |   |       |                          |    |                          |
|----|---|-------|--------------------------|----|--------------------------|
| 1. | Have you signed on your Application?<br>(Tick ✓ Yes or No)  | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. | Have you attached the Self - Attested Copies of all the Certificates/Testimonials?<br>(Tick ✓ Yes or No)                  | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 3. | Have you enclosed Self Attested copy of proof of Age?<br>(Tick ✓ Yes or No)   | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 4. | Have you enclosed requisite Demand Draft, if applicable<br>(Tick ✓ Yes or No)   | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 5. | Have you enclosed Self-Attested Copy of SC/ST/<br>OBC/EX-Serviceman/PWD Certificate, as applicable?<br>(Tick ✓ Yes or No) | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 6. | Have you pasted your photograph on your application?<br>(Tick ✓ Yes or No)  | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 7. | If you are employed, have you forwarded your application through proper channel?<br>(Tick ✓ Yes or No)                    | : YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

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