

# JIS Group Educational Initiatives

7, Sarat Bose Road, Kolkata-700 020

## Application form

Affix  
Photograph

Advertisement Date: \_\_\_\_\_

<b>A: POST APPLIED FOR:</b>	
Name of post (s). (Please list in order of preference): *(Fill in at least 1 position)	Area of specialization:
1.	What is your expected salary Per Annum? *Rs.
2.	
3.	
	What is your current salary Per Annum? *Rs.

<b>A-1: Choice of Institutions:</b>			
<b>A-2: Choice of Disciplines:</b>			
<b>B: PERSONAL PARTICULARS:</b>			
Full Name (Prefix Mr. Mrs. Ms. Dr.)	Surname	Middle Name	First Name
Maiden Name (if applicable)			
Date of Birth			
Marital Status	Married / Unmarried		
Passport No.			
Nationality	Indian / NRI		
Religion			
Caste	General / SC / ST / OBC		
Gender	Male / Female		
Address for Communication			
Permanent Address			
Contact Numbers:	<b>Office No.</b>	<b>Residential No.</b>	
<b>Mobile No.</b>			

E-mail id	
Place of Birth with State	
Blood Group	
PAN/ GIR No.	
<b>C: FAMILY PARTICULARS</b>	
<b>C1: Name of Father / Mother / Guardian</b>	
Citizenship	
Is your Father / Mother / Guardian employed	Yes / No
If yes Give Details	<b>Name of Employer:</b> <b>Designation:</b> <b>Place of work:</b> <b>Contact Details:</b>
<b>C2: Name of Spouse</b>	
Citizenship	
Is your Spouse employed	Yes / No
If yes Give Details	<b>Name of Employer:</b> <b>Designation:</b> <b>Place of work:</b> <b>Contact Details:</b>
<b>D: CONTACT PERSON IN CASE OF EMERGENCY</b>	
Full Name	
Address	
Telephone Number with STD code	
Mobile Number	
E-mail	

<b>E: LANGUAGE SKILLS (Tick as appropriate)</b>				
Name of the Language	<b>English</b>	<b>Hindi</b>	<b>Bengali</b>	<b>Any other</b>
Speaking				
Writing				
Reading				

<b>F: EDUCATIONAL QUALIFICATIONS (Chronological)</b>					
Sr. No.	From (dd/mm/yy)	To(dd/mm/yy)	Institution/ University	Degree/ Diploma*	Grade/ Marks

\* Please provide details starting with the highest qualification

<b>G: PROFESSIONAL EXPERIENCE (Please state in Chronological Order)</b>								
Sr. No.	From (dd/mm/yy)	To (dd/mm/yy)	Company Name	Brief Description of Duties	Position Held	Salary Last Drawn	Reason for leaving the job	
Experience (in Years)								
Teaching Experience			UG:		PG:			
Research Experience			Pre-Ph.D.		Post-Ph.D.			
Industrial Experience								
Research Guidance (give numbers)			Completed			Ongoing		
			Ph.D.	MS	M.Tech.	Ph.D.	MS	M.Tech.

\*Please provide details starting with the earliest experience.

<b>H: PROFESSIONAL REFERENCE</b> <b>(Reference must not be related to you by blood or marriage)</b>	
<b>Name of 1<sup>st</sup> Referee</b>	
No. of Years Known	
Occupation	
Address	
Contact No. with STD Code	
E-Mail	
<b>Name of 2<sup>nd</sup> Referee</b>	
No. of Years Known	
Occupation	
Address	
Contact No. with STD Code	
E-Mail	

<b>I: GENERAL INFORMATION</b>	
1. Have you ever suffered or are you suffering from any physical impairment, disease or mental illness? If Yes Give Details	
2. Have you ever been convicted in a court of law? If yes Give Details	
3. Have you been charged with any offence in a court of law anywhere for which the outcome is not yet known? If Yes Give Details	
4. Have your any relative or friend working in the JIS Group institutions	

**Declaration by the applicant (to be completed by all applicants)**

I hereby declare that the information furnishes by me is correct and complete and that I shall immediately inform the JIS Group Educational Initiatives of any changes in my current status. I hereby agree that any false statement I make in this application shall result in cancellation of my candidature. I have attached Xerox of proof of qualification and work experience.

**Name of Candidate** :-----

**Place** :-----

**Signature** :-----

**Date** :-----