

# NAGALAND UNIVERSITY



*Passport size  
photo duly  
attested by a  
Gazetted officer*

## APPLICATION FORM FOR EMPLOYMENT

1. \_\_\_\_\_ Advertisement No.
2. \_\_\_\_\_ Post (Name and Serial No.)
3. \_\_\_\_\_ Scale of pay
4. \_\_\_\_\_ Applicant's Name (in block letters)
5. \_\_\_\_\_ Date of Birth  
(Evidence to be enclosed)
6. \_\_\_\_\_ Present address (in full) with Telephone number
7. \_\_\_\_\_ Nationality
8. \_\_\_\_\_ Whether belonging to Scheduled Caste or  
Scheduled Tribe or O.B.C.; copies of  
evidence to be enclosed.
9. \_\_\_\_\_ Mother's Name
10. \_\_\_\_\_ Father's/Husband's Name, Address and occupation.  
(If dead, state last address and occupation before death)
11. \_\_\_\_\_ Permanent Address (in full) with nearest Police station.
12. \_\_\_\_\_ Postal Address (in full) for correspondence.

### 13. Educational qualifications (To be supported with true copies duly attested)

Name of the School with Board/Council, College and University	Examination passed	Class or Division	Marks obtained in percentage	Year	Subject of studies

### 14. Technical qualification if any (Enclose true copies duly attested)

Name of the School with Board/Council, College and University	Examination passed	Class or Division	Marks obtained in percentage	Year	Subject of studies

15. Details of published works (To be produced at the time of interview)

Sl. No.	Title of Book/ Article	Publisher	Year of publication	In case of articles indicate the name of the Journal/Magazine with issue No. and date

16. Particulars of Previous Experience

Name of the Organization/ Institution	Position Held	Scale of pay	Duration	Nature of work	Reason of leaving

17. Details of present Employment (To be supported with certificate from the employer)

Name of the Organization/ Institution	Position Held	Scale of pay	Remuneration: Basic pay, other pay if any, D.A. other Allowances, Total	Duration of Service	Nature of works

18. \_\_\_\_\_  
Specify additional qualifications/experience  
(Sports, Music, Literary and Social Activities etc.)

19. \_\_\_\_\_  
Indicate if you are applying against Reserved post for:  
(Ex-sm)/SC/ST/OBC/Specially challenged person/Outstanding sports person)

20. Give names of two referees, not related to you, with full address.

Name	Name
Occupation	Occupation
Address	Address
Phone No.	Phone No.
Fax	Fax
email	email

21. \_\_\_\_\_  
Are you married? If so, have you any children? Give details.

22. IPO/D.D./NU Challan No: \_\_\_\_\_ Date: \_\_\_\_\_ for Rs. \_\_\_\_\_  
Instrument of Payment

I declare that the above particulars are true and correct. If any of the information furnished by me are found to be false/not true, my candidature for the post may be summarily rejected and I may be subjected to action as per law.

*Dated.....*

*Signature of the applicant*

**TO BE FILLED BY THE EMPLOYEE FOR CANDIDATE ALREADY IN SERVICE**

1. This is to certify that Mr./Ms/Dr. \_\_\_\_\_ has been serving in this organization in the position of \_\_\_\_\_ since \_\_\_\_\_.
2. To the best of my knowledge the information furnished by Mr./Ms/Dr. \_\_\_\_\_ in this application is true.
3. This Institution./Organization do not have any objection for his/her application for the post applied.

*Date :*

*Registrar/Principal/  
Official authorized  
to sign on behalf of  
the Organization*

**Note:**

1. Where space provided in the form is found to be inadequate, annexures may be given in plain paper quoting the numbers under which additional information is supplied.
2. Nagaland University reserves the right not to fill up any of the vacancies.
3. One set of true copies of academic certificates, mark-sheets, and two copies of recent photographs (passport size) testimonial should accompany the application, in all cases
4. The University may raise the standard of qualification, experience etc. at its discretion.
5. Persons already in employment must route their application through proper channel along with No Objection Certificate from their employer.