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**THE GANDHIGRAM RURAL INSTITUTE**

**(Deemed to be University)**

GANDHIGRAM – 624 302 :: DINDIGUL DISTRICT

Ministry of Education(Shiksha Mantralaya), Govt. of India

Accredited by NAAC with ‘A’ Grade (3rd Cycle)

**APPLICATION FOR THE POST OF LIBRARIAN (Ad-hoc appointment)**

**Advertisement No: 02/2024 Advt. Date: 14/06/2024**

*Note: Prospective candidates are advised to study the* ***Instructions*** *carefully and then fill up the application in all respects. No column should be left blank.* ***Incomplete application will be rejected****. Attach additional sheets, if required.However, information given must be precise to the point.*

1) Name of applicant : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(in full capitals)**

2) Father’s name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Affix recent passport size photo duly signed by you)

a) Spouse Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3) Mother’s name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4) Age : Years\_\_\_\_\_ Months\_\_\_\_\_Days\_\_\_\_\_\_

(As on the last date of

receipt of application) Day Month Year

5) Date of Birth :

6) Nationality : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7) Religion : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8) Gender : Male Female Transgender

9) Marital Status : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10) Address

|  |  |
| --- | --- |
| For Communication | Permanent |
|  |  |
| State : Pin: | State: Pin |

Phone: R)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: O)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2/-

Signature of the Applicant

-2-

11) Category: SC\* OBC\* GEN (Put √ mark)

ST\* EWS\*

(\*Attach a certificate from the competent authority prescribed by the Government of India)

12) Whether Physically Challenged Yes\* No (Put √ mark)

\*If yes VH OH (Put mark) Disability(%):

(\*Attach a certificate from the competent authority as prescribed under Government Rules)

13) Educational Qualifications (10th Std onwards) (Attach Proof)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Examination | Board | Month & Year of passing | Marks Obtained | Overall percentage | Class Division |
| SSLC/Matric  or equivalent |  |  |  |  |  |
| PUC/+2(HSC)  or equivalent |  |  |  |  |  |
| Diploma, if any |  |  |  |  |  |

14) Educational Qualifications (UG Degree onwards) (Attach Proof)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.  No | Degree | Subject | University/  Institute | Percentage  of marks | Year of  Passing |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
| 7. |  |  |  |  |  |

15) Ph.D Particulars, if any (Attach Proof)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Registration | Whether Fulltime or Part time | Discipline/ Department | University in which studied | Date of Thesis submission | Year of passing/Date of Viva-Voce |
|  |  |  |  |  |  |
| Title of Thesis |  | | | | |

….3/-

Signature of the Applicant

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UGC-NET

SLET

16) Whether qualified **UGC-NET/SLET(All India Level)**

If yes,give details: **(**Please tick the correct box)

Subject:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Regn.No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year of passing \_\_\_\_\_\_\_\_\_

1. Academic Distinction (eg., any prize, medal, certificate of merit, if any)
2. Area of specialization :

(At the Doctoral level)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

17) \*Teaching Experience (starting with the most recent) (Attach Proof)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Institute/  University/ | Designation  With Scale of pay | Duration | | Length of service in years | | | Whether  UG/PG | Permanent/ Temporary/  Contract/  Consolidated |
| From | To | Y | M | D |
| 1. |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |  |  |
| Total | | | | |  |  |  |  |  |

Note: \*Experience as Visiting/Guest Faculty paid on hourly/session basis not to be included, \* Research /Teaching experience obtained during the study of M.Phil/Ph.D not to be included.

18)Research/Industry Experience if any, (Other than as a Faculty &Ph.D Scholar);Example as a Scientist/PDF/Research Associate/Etc.,) (Attach Proof)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| No | Institute/  University/ | Designation | Duration | | Length of service in years | | | Permanent/ Temporary/  Contract/  Consolidated |
| From | To | Y | M | D |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |  |
| Total | | | | |  |  |  |  |

…..4/-

Signature of the Applicant

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19) Administrative Experience (Attach Proof)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No | Designation with Scale of Pay | Organization | Nature of Responsibility | Duration | | | Whether overlapping with Teaching/Research Experience if any |
| Y | M | D |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| Total | | | |  |  |  |  |

20) Present employment/ Past employment:

Name of the Organization : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Held : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Appointment : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pay Band/ Pay Level : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Grade Pay/Grade Pay : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Whether Permanent / : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Temporary/ or on Probation

Length of Service in the present: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

scale:

Whether State / Central : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Government / PSU /Private

21) Research Projects undertaken (Attach Proof)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.  No | Sponsors name | Project title | Amount Sanctioned | Period of Project | Year of completion |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |

22) Thesis Supervision / Guided

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Independent Experience in guiding research Students | Awarded \*  (in figures) | Under submission  (in figures) | In progress | Remarks |
| 1. | Ph.D |  |  |  |  |
| 2. | M.Phil |  |  |  |  |
| 3. |  |  |  |  |  |

\* List of candidates shall be furnished alongwith details of Title of Thesis,Date of Viva-Voce and University in which awarded along with proof

….5/-

Signature of the Applicant

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23) Research Publications (in ISBN/ISSN numbered Journals and Books) (Attach Proof)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.  No | Publications only | Published (in Nos) | | |
| International | National | Others |
| 1 | Books (as the only author) |  |  |  |
| 2 | Books (coauthored with others) |  |  |  |
| 3 | Edited books (as the only editor) |  |  |  |
| 4 | Books edited with others |  |  |  |
| 5 | Chapters in edited Books |  |  |  |
| 6 | Refereed Journals |  |  |  |
| 7 | Non Refereed Journals |  |  |  |
| 8 | Refereed conference proceedings |  |  |  |
| 9 | Non-refereed conference proceedings |  |  |  |
| 10 | Other publications |  |  |  |

24) Refresher/Orientation Courses/Training, FDP, Etc., attended (Attach Proof)

|  |  |  |  |
| --- | --- | --- | --- |
| SlNo | Title of programme& Name of  Sponsor | Institution in which attended | Duration of programme \* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

\*Note: Programme less than a week not to be included.

25) Presentations(other than published)(Attach Proof)

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.  No | Details | National  (In Nos.) | International  (In Nos.) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

26) National/International Symposium/Workshops/ Winter/Summer Schools organized by the applicant (Attach Proof)(Proof should be countersigned by the Head of Institution /Dean/HOD)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl. No | Title | Sponsors | Duration | Co-convener |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

….6/-

Signature of the Applicant

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27) Travel or study abroad

|  |  |  |  |
| --- | --- | --- | --- |
| Country visited | Period | | Purpose of visit |
| From | To |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

28) Knowledge of languages

|  |  |  |  |
| --- | --- | --- | --- |
| Languages | Speak, Read and Write | Read and Write | Ability to speak fluency |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

29) Character & Antecedents Report

|  |  |
| --- | --- |
| Subject | Remarks |
| Have you ever been subject to any disciplinary action, as a student and/or as an employee.If so give full details |  |
| Have you ever been dismissed/suspended from service/employment, if so please give full details |  |
| Were you involved in any criminal case ?If yes, give full details |  |
| Is any criminal case pending against you in the court? If yes, give full details |  |

30) Names and Addresses of minimum three Referees (including e-mail/phone)

(All of them should be familiar with your Academic/Professional work)

|  |  |
| --- | --- |
| Name & Address | Name & Address |
|  |  |
| Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

….7/-

Signature of the Applicant

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|  |  |
| --- | --- |
| Name & Address | Name & Address |
|  |  |
| Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

31) Fee Remittance:

Bank:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DD No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_

Place:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

32) List of enclosures:

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

DECLARATION

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all entries in this form, as well as, in attached sheets are true to the best of my knowledge and belief. At any stage if any of the information furnished by me is found to be false or incorrect, suitable action may be taken against me. If selected, I promise to abide by the rules and regulations of the Gandhigram Rural Institute (Deemed to be University).

Date : Signature of the Applicant