

**ST. FRANCIS INSTITUTE OF TECHNOLOGY
(ENGINEERING COLLEGE)
Mt. Poinzur, S.V.P. ROAD,
Borivli (West), Mumbai - 400103
Phone : 022-28928585, Fax: 022-28954787
E-mail :sfedu@sfit.ac.in, Website : sfit.ac.in**

Please attach
Passport size
photograph

SFIT/ RECR/F-04/REV0

APPLICATION FORM

Please read the information and instructions supplied with the application form carefully before filling this form. The form should be filled in **candidate's own handwriting** and **must be completed in full** without leaving out any information asked for. If space provided for any column is insufficient, please attach a separate sheet.

1. Post applied for :
Category of the Post : Appointment against leave vacancy/appointment against vacant higher post/part time post/others. (Strike out which is not applicable)

2. Department/Branch :

3. Date of Advertisement : Paper in which it is published :

4. Name of the candidate in full :
(In capital letters, begin with surname)

5. Date of birth (dd/mm/yyyy) :
(Attach copy of proof of age)

6. Gender (Male/Female) : 7. Place of birth :

8. Nationality : Religion :
9. Are you a citizen of India by birth and /or by domicile :

10. Do you belong to SC/ST/VJ/NT1/NT2/NT3/OBC? If yes, state the name of Caste:

11. Marital status (Married/Single) :

12. In case of married women, maiden name :

13. Husband's name:

14. Father's name: 15. Mother's name :

16. Address for correspondence: (in block letters)

17. Permanent address: (write same if it the same as point no.16)

18. E- mail ID:

19. Telephone Nos: (R) : (Mobile): (O) :
(Any change in address, phone nos. and E-mail ID should be communicated immediately)

20. PAN No. : Aadhar No.:

21. Languages known:

Name of Language	Read	Write	Speak	Examination passed, if any

22. Educational qualifications (starting with the highest Degree/diploma to HSC)
(attach attested true copies of all certificates)

Name of College/ Institute	University/Board	Date of joining	Date of leaving	Exam/ Degree/ Diploma passed	Month/ Year of passing	Field of specialization	Class obtained	% of marks

23. Give details of experience **starting with the present/latest post.** (attach true copies of experience certificates)

Sl. No.	Name of Employer	Post held	Nature of duties/work	Date of joining	Date of leaving	Scale of pay & Last pay drawn & total emoluments	Reasons for leaving

24. Research Work :

a. Have you done any research work or published any papers? If yes give details.

b. Experience of guiding research students at Master's /Doctoral level

(if space provided is insufficient, please attach a separate sheet)

25. Continuing Education Programs :

Have you attended and or conducted any Summer/Winter schools or any other courses or have undergone any training? If yes give details.

26. Are you a member of any professional body/institution?

If yes give details:

27. Give details of your extra-curricular activities.

28. Give details of help rendered to department/institute administration in organizations/institutions in which worked previously.

29. Have you previously applied for any post/or worked in this college? If yes give particulars.

30. Have you ever been outside India? If yes give particulars.

S. No.	Country visited	Purpose of visit	Year
--------	-----------------	------------------	------

31. Have you ever been debarred from appearing for any examination held by any Board/University / Govt. constituted authority?

32. Have you ever been dismissed from service or disqualified for any post? If yes give details.

33. Additional information:

Applicants may mention here any special qualification or experience which has not been included under any of the heads given above.

34. References :

Give reference of two persons, residents of India and holders of responsible position. They should be reasonably acquainted with the applicant's character and work, but not be relations. Where the candidate has been employed, should give his/her present or most recent employer or immediate superior as a reference.

a. Name :

Occupation/Position:

Address:

Phone no.:

b. Name :

Occupation/Position:

Address:

Phone no.:

35. If selected, required notice period to join:

36. Expected salary (gross monthly) : (specify amount)

37. Details of documents enclosed with this application. (Candidates should attach attested copies of certificates in support of all claims made Viz. qualifications, experience, age, caste etc.)

38. Declaration to be signed by the Candidate

I, _____ hereby declare that,

a) I have read the information and instructions supplied along with the Application Form.

b) The information furnished by me in this Application Form is true and correct. I am aware that if any of the statements made in this Application Form or any other information submitted by me in connection with this application is later on, or at any time, found to be incorrect, my application will be rejected or if appointed, my services will be terminated without any notice and I will render myself liable for prosecution by the College authorities, if deemed necessary.

- c) I have not been debarred from appearing at any examination held by any Govt. Constituted or statutory examination authority in India.
- d) I have not been dismissed from service or disqualified for service by Govt. Organization or organization constituted by the Government or Educational Institutes.

Place:

Signature of candidate

Date:

Signature of forwarding authority

Stamp

Note: If the candidate is employed in a Govt. or Semi Govt. organization/an educational institution, then the application must be forwarded through the employer.

For office use only

Application accepted/rejected (Tick what applicable)

If rejected, please give reasons for rejection:

- a)
- b)
- c)

Place:

Date:

Signature of the Head of the Institute/
Appointing Authority