



MCKV INSTITUTE OF ENGINEERING

A NAAC Accredited "A" Grade Autonomous Institute under UGC Act 1956

Approved by AICTE & affiliated to Maulana Abul Kalam Azad University of Technology, W.B.

243 G.T. Road (N), Liluah, Howrah- 711204, West Bengal, India

Application form

Adv. No.

Date:

Post Applied for:

Department/ Discipline:

For Office Use

(i) Serial No :

(ii) Date of Receipt:

Signature of the Scrutiny Committee:

(iii) Date of scrutiny:

Paste a recent passport-size photograph

1.	Name in Full (In Block Letters)				Date of Birth (dd/mm/year)	Age	Blood Group
2.	Religion	Nationality	Marital Status	No. of Children (if any) and Occupation	Any history of Major Illness or Physical Disability		
	Do any of your relative is/was a student /employee of MCKVIE ? (Yes/No) If yes, provide details						
	Father's /Husband's Name			Occupation			
	Mother's / Wife's Name			Occupation			
3.	Present Employment with Salary Details						
	Institute/Organization	Designation	Nature of Work	Pay Band	Grade Pay	Total Salary (Per month) in Rs.	
4.	Address for Correspondence						
	Mobile Number						
	PAN Card/ Aadhar No.:			Email id:			
5.	Permanent Address						
6.	Educational Qualifications (Please add more rows if needed)						
	Sl. No.	Degree Obtained	Discipline	Name of the School/College/ Institute	Name of Board/ University	Year of Passing	% of Marks/ CGPA
	(i)	M.Tech/MS/M.Sc./ MA/MBA/MCA					
	(ii)	BA/B.Sc./B. Tech.					
	(iii)	XII Class					
	(iv)	X Class					
	(v)	Other, if any					
	Qualified for (mention year) if any :		NET	SLET/SET		GATE	None

7.	Particulars of experience in reverse chronological order (starting from present employment)						
	Industry/Organization	Start Date	End Date	Duration	Designation	Nature of work	Pay Scale
Total experience (in Years):							
8.	Any other details relevant to the post applied :						
9.	Mention notice period needed for joining if offered a post						
10.	Name two referees with complete contact details including Affiliation, Address, Ph no., & email ID.						

11.	EXTRA-CURRICULAR ACTIVITIES:				
12.	LANGUAGE KNOWN:				
	Speak, Read & Write	Speak & Read	Read & Write	Read Only	Speak Only
13.	OTHER DATA :				
	A)	Why do you desire a Change from your present position			
	B)	How much minimum Gross Salary is acceptable to you if selected			
14.	IF YOU HAVE BEEN INVOLVED IN ANY COURT PROCEEDINGS, GIVE PARTICULARS:				

15.	List of Enclosures:
ANNEXURE I - Age proof	
ANNEXURE II - Proof of the last salary drawn	
ANNEXURE III- Certificates and mark sheets (from class X to highest qualification)	
ANNEXURE IV- Documents related to work experiences	
ANNEXURE V- All other testimonials	

DECLARATION	
I hereby, solemnly declare that the information furnished in this application are true and correct to the best of my knowledge and belief. If at any time I am found to have concealed/ suppressed any material/ information or given any false details, my appointment shall be liable to be summarily terminated without notice or compensation.	
Place:	
Date:	Signature of the Applicant