

Jain Vishva Bharati Institute

(Deemed University)

Ladnun- 341 306, Rajasthan

Advt. No.: 03/19

Date: 16-03-2019

REQUIREMENT

Applications are invited for the Post of **Placement Officer** on contractual basis having MBA in HR and good experience as Placement Officer. The application must reach upto **31 March, 2019** either by post or email at jvbiadnun@gmail.com. For more details please visit jvbi.ac.in **REGISTRAR**

General Instruction:

1. Only eligible Candidates may apply.
2. The decision of the institute shall be final.
3. Candidates are required to enclose self attested documents with the application form.
4. Experience as Placement Officer will be preferred.
5. Candidates should bring their original documents for verification at the time of interview.
6. Applicant are required to attend interview at their own expense. No TA DA will be paid.
7. JVBI will not be responsible for any postal delay.

REGISTRAR



Sr. No.

JAIN VISHVA BHARATI INSTITUTE

(DEEMED UNIVERSITY)

LADNUN - 341 306 (Rajasthan)

Advt. No. & Date :
_____**APPLICATION FORM**

POST APPLIED FOR _____ IN PAY SCALE OF RS. _____

1. NAME : _____
2. FATHER'S NAME : _____
3. MOTHER'S NAME : _____
4. PRESENT ADDRESS : _____

PHONE NO. : _____ FAX NO. : _____ E-MAIL NO. : _____

5. DATE OF BIRTH : _____ NATIONALITY : _____ MARTIAL STATUS : _____
6. CATEGORY : SC/ST/OBC/GEN. : _____ SEX (MALE/FEMALE) : _____
7. LANGUAGE KNOWN : _____

8. EDUCATIONAL QUALIFICATION (Starting with Hight School):

S. N.	NAME OF EXAMINATION/ DEGREE	BOARD/UNIVERSITY	SUBJECT	YEAR OF PASS	%	DIV.
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						

9. TECHNICAL/PROFESSIONAL QUALIFICATION IF ANY : _____

10. DETAILS OF THE POST NOW BEING HELD:

DESIGNATION	NAME OF THE INSTITUTE	SINCE HOW LONG	NATURE OF POST (TEMP/PER.)	SALARY DRAWN

11. FIELD OF SPECIALIZATION : _____

12. RESEARCH EXPERIENCE (Use Separate Sheet if Necessary) : _____

13. PUBLICATION WITH TITLES OF ARTICLES, NAMES OF JOURNALS AND DATES

(Use Separate Sheet if Necessary)

(A) RESEARCH : _____

(B) OTHERS : _____

14. COMPLETE RECORD OF EXPERIENCE :

S. N.	DESIGNATION	DURATION		NAME OF INSTITUTE	NATURE OF WORK TEMP/PERMANENT	TOTAL YEARS OF EXPERIENCE
		FROM	TO			
						a) Teaching : U.G. P.G. b) Research : Self Research Guidance of PG Students c) Editiing : d) Administrative : e) Training : f) Any other :

15. NATURE OF WORK DONE SO FAR (use separate sheet if necessary) : _____

16. Any other relevant information which the candidate wishes to supply and which has not already been covered in the above items : _____

17. Names and addresses of at least three references well acquainted with the professional work of the candidate with at least one reference from the institution served in the past five years :

(1)	(2)	(3)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

DECLARATION BY APPLICANT

I hereby declare that the above information is true to the best of my knowledge and belief and in case any information is found to be false or incorrect at any stage, appropriate action may be taken against me.

Date :

Place : _____ (Signature of Applicant)

NO OBJECTION CERTIFICATE (IF EMPLOYED)

Sh./Mrs/Miss. _____ who holds the post of _____ in permanent/temporary capacity, if the scale of Rs. _____ drawing a pay of Rs. _____ p.m. will be relived if selected.

Date :

Signature and designation of the forwarding Authority (with seal)

ENCLOSURES TO BE ATTACHED :

1. Copy of Marks Sheets from Matric to the highest degree
2. Experience Certificate
3. Copy of letter of appointment if previously employed.
4. Copy of any other certificate of academic and non-academic activities
5. Certificate of SC/ST/OBC (if applicable)