



Jamia Millia Islamia

(A Central University)
NAAC Accredited Grade "A"
Jamia Nagar, New Delhi-110025

PROFORMA

(To be filled and submitted along with the Employment Application Form)

Advertisement No. & Date : _____

Sr. No. & Name of Post : _____

Faculty/Department/Centre : _____

Name of the Applicant : _____

Amount & Date of Deposit : _____

Valid Email : _____

Mobile No. : _____

User's Bank & Branch Name : _____

Transaction No./ID/Ref. No. : _____
UTR No.

Dated :

.....
(Signature of Applicant)

SCORING PROFORMA

(To be filled by the candidates applying for the post of **Assistant Professor** only)

Name of the Candidate: _____

Department / Centre: _____

Advt. No. _____ **Dated:** _____

Email Id _____

S. No.	Academic Record	Score Claimed by the Candidate	Actual Score Obtained <i>(For Office use)</i>	Page No.
1.	<u>Graduation:-</u> <ul style="list-style-type: none">• 80 % & above = 15 marks• Between 60 & 80% = 13 marks• 55% to less than 60% = 10 marks• 45% to less than 55% = 05 marks			
2.	<u>Post-Graduation:-</u> <ul style="list-style-type: none">• 80 % & above = 25 marks• Between 60 & 80% = 23 marks• 55% (50% for SC/ST/OBC non-creamy layer/PWD) to less than 60% = 20 marks			
3.	<u>M.Phil. :-</u> <ul style="list-style-type: none">• 60% & above = 07 marks• 55 to less than 60% = 05 marks			
4.	<u>Ph.D. : 30 marks</u> <i>(Candidates with M.Phil. + Ph.D. will be entitled to maximum 30 marks)</i>			
5.	<u>NET with JRF : 07 marks</u> <u>NET: 05 marks</u> <u>SLET/SET: 03 marks</u> <i>(Candidates with JRF/NET/SET together will be entitled to maximum 07 marks)</i>			
6.	<u>Research publications in peer-reviewed or UGC listed journals</u> <i>(2 marks for each publication subject to a maximum of 10 marks)</i>			
7.	<u>Teaching/ Post-doctoral experience</u> <i>(2 marks for each year, subject to a maximum of 10 marks. Experience less than a year but with six months or more also needs to be reckoned proportionately)</i>			
8.	<u>Awards:-</u> <ul style="list-style-type: none">• International/ National Level: 03 marks <i>(Award given by International Organizations/Government of India/ Government of India Recognized National Level Bodies)</i>• State-Level: 02 marks <i>(Award given by State Government)</i> <i>(subject to a maximum of 3 marks)</i>			
	Total Score			

Note: After 13th June, 2019 Research Publication only from the Journals index in UGC-CARE list will be considered.
Enclose all relevant documents mentioned in above columns in sequence.

DECLARATION

I hereby declare that the entries in the above columns are true to the best of my knowledge, belief and nothing has been concealed or misrepresented.

Place:

Date:

(Signature of the Candidate)

Contact. No. _____

9. Details of Work Experience:-

S. No.	Particulars of the Post	Period of Service			Roles and Responsibilities	Name and Address of the Employer
		From	To	Total Period		

10. Research work / Published work /Scholarship / Fellowships (Attach enclosures, if necessary)

11. If employed presently, furnish the following details:-

- (i) Basic Pay Rs. (ii) Level of Pay (iii) Allowances Rs.....
 (iv) Total Rs. : (v) Date of next increment

12. If appointed, time and notice required for joining the post:-

13. Name of two referees:-

S. No.	Name of Referee	Address of the Referee	Period for which the referee is known to the candidate
1.			
2.			

* Applicant may send two testimonials from persons under whom he/she has studied or worked.

NOTE: Books, research papers and typescripts should be sent with the application and not separately.

DECLARATION

I hereby declare that the entries made by me in the above columns are true to the best of my knowledge and belief.

Place:

Date:

(Signature of the Candidate)

If employed, remarks of the Forwarding Authority.

Attach separate sheet, if required.

Signature.....

Name

Designation.....

Address.....

Place.....

Date.....



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IMPORTANT

- 1) Attach 10 duly filled in and signed copies of this proforma with the application form.
- 2) Candidates applying for the post of Assistant Professor are required to fill the attached scoring proforma.

Advt. No..... Date

Particulars of Mr./Ms./Mrs.

For the post of

Name, Address and Contact No. for correspondence	Date of Birth, Mother Tongue & Other Languages	Academic Qualifications				Details of Work Experience				Research and Published Work
		Exams.	Board / University	Year	Division & %age	Total Years	From-To	Post & Level	Employer	
	Date of Birth: Age: Years	School Cert.								
	Mother Tongue:	Graduation								
	Other Languages:	Post Graduation								
		M.Phil.								
		Ph.D.								
		Others								

Date:

(Candidate's Signature)



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ACKNOWLEDGEMENT

Received an application from Dr./Mr./Mrs./Ms. _____

for the post _____ in the Faculty / Department /

Centre _____ in response to the

Advt. No. _____ Dated _____ along with

payment receipt Transaction No./ID/Ref. No./UTR No. _____

Dated _____

Date:.....

(Signature of the Receiver)