



# SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

## APPLICATION FORM FOR THE POST OF DEAN

**(For office use only)**

Application No: \_\_\_\_\_

Received on dated: \_\_\_\_\_

Total no. of Pages received: \_\_\_\_\_

Name & Signature of dealing official: \_\_\_\_\_

Details of application Fee :  
Amount - \_\_\_\_\_

DD Number - \_\_\_\_\_

**A recent passport  
size  
photograph of the  
candidate duly  
attested  
by a Gazetted Officer  
must  
be pasted here**

### Important Instructions

- 1. Only eligible candidates should apply for the post. Essential and desirable qualifications and other eligibility conditions, may be referred from the advertisement available on University website [www.svsu.ac.in](http://www.svsu.ac.in)**
- 2. Application form is to be properly filled in neatly by the candidate in his own hand writing.**
- 3. Separate application is to be filled for each post by candidate eligible for more than one post.**
- 4. Self-attested copies of all certificates/ testimonial should be attached/ tagged properly and firmly with the application form. Original certificates/ testimonials required to be produced by the candidates at the time of interview.**
- 5. Eligible Candidates (if working in State/ Central Govt. Deptt./ Organisation/ autonomous body on regular basis) must send their applications through proper channel recommended by their present employer. However, they may send a copy in advance, on the prescribed application form.**
- 6. Incomplete application forms/ forms received after the last date of application will not be entertained and will stand rejected summarily.**

1. Post applied for \_\_\_\_\_ Tick the Mode: Direct/Deputation/Contractual  
Department \_\_\_\_\_
2. Name of the Candidate (in capital letters) \_\_\_\_\_
3. Father's Name \_\_\_\_\_
4. Gender (M/F) \_\_\_\_\_ Married/ Unmarried \_\_\_\_\_ Nationality \_\_\_\_\_
5. Whether differently abled (Yes/No) \_\_\_\_\_
6. Whether belongs to SC/ BC/ EWS/ ESP/ ESM (Yes/ NO) \_\_\_\_\_ Category \_\_\_\_\_
7. Whether claiming for reservation (if yes, then under which category) \_\_\_\_\_
8. Date of Birth and Place \_\_\_\_\_
9. Present Designation \_\_\_\_\_
10. Date of Placement as Associate Professor/ Professor \_\_\_\_\_
11. Academic/ Research Score earned under various categories \_\_\_\_\_

12. Educational Qualification: (Strike off which is not applicable):

Exam Passed	Univ./Board	Year of Passing	Max. Marks	Marks obtained	% of Marks	Result/ Division
10 <sup>th</sup>						
12 <sup>th</sup>						
BA/B.Sc./B.Com/ B.Tech. etc						
M.A./ M.Sc./ M.Com/ M.Tech. etc.						
M.Phil						
Ph.D.						
NET/SLET						
Any other						

13. Total Experience (full time) in (In chronology )

Under Graduate \_\_\_\_\_ Post Graduate \_\_\_\_\_

14. Research \_\_\_\_\_ Industry \_\_\_\_\_

Sr. No.	Name of Institution/ organization	Designation	From	To	Pay Scale/ Consolidated Salary
1.					
2.					
3.					
4.					

5.					
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(Enclose experience certificate issued by competent Authority , in support of above mentioned experience)

15. Field(s) of specialization \_\_\_\_\_

16. Guidance/ Supervision of Ph.D thesis:

A. Number of candidates registered at present \_\_\_\_\_

B. Number of candidates who have completed Ph.D \_\_\_\_\_

17. Language(s) known:                      Read                      Write                      Speak

(i) \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_

(ii) \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_

18. Present basic pay \_\_\_\_\_ AGP \_\_\_\_\_ Pay Band/ Level of Rs. \_\_\_\_\_

Total emoluments \_\_\_\_\_ Date of next increment \_\_\_\_\_

**19. Research and Academic Contributions (To be calculated as per UGC Regulation on minimum qualifications of 2018):**

<b>S.No.</b>	<b>Academic/ Research Activity</b>	<b>Total of points as calculated by applicant</b>	<b>Details of documents attached in support of points claimed by the applicant (Mention Annexures where these documents are attached with the application)</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>
<b>1.</b>	<b>Research Papers in Peer-Reviewed or UGC listed Journals</b>		
<b>2.</b>	<b>Publications (other than Research papers)</b>		
	<b>a) Books authored which are published by ;</b>		
	International publishers		
	National Publishers		
	Chapter in Edited Book		
	Editor of Book by International		

	Publisher			
	Editor of Book by National Publisher			
	<b>b) Translation works in Indian and Foreign Languages by qualified faculties</b>			
	Chapter or Research paper			
	Book			
3.	<b>Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula</b>			
	<b>(a) Development of Innovative pedagogy</b>			
	<b>(b) Design of new curricula and courses</b>			
	<b>(c) MOOCs</b>			
	Development of complete MOOCs in 4 quadrants (4 credit course) (In case of MOOCs of lesser credits 05 marks/ credit)			
	MOOCs (developed in 4 quadrant) per module/ lecture			
	Content writer/ subject matter expert for each module of MOOCs (at least one quadrant)			
	Course Coordinator for MOOCs (4 credit course) (In case of MOOCs of lesser credits 02 marks/ credit)			
	<b>(d) E-Content</b>			
	Development of e- Content in 4 Quadrants for a complete course/ e-book			
	e-Content (developed in 4 quadrants) per module			
	Contribution to development of e-content module in complete course/ paper/ e-book (at least one quadrant)			
	Editor of e-content for complete course/ paper/ e- book			
4.	<b>(a) Research guidance Ph.D.</b>			
	<b>M.Phil./P.G dissertation</b>			
	<b>(b) Research Projects Completed</b>			
	<b>More than 10 lakhs</b>			
	<b>Less than 10 lakhs</b>			
	<b>(c) Research Projects</b>			
	<b>Ongoing: More than 10 lakhs</b>			
5.	<b>(a) Patents</b>			

	<b>International</b>			
	<b>National</b>			
	(b) *Policy Document (Submitted to an International body/organization like UNO/ UNESCO/ World Bank/ International Monetary Fund etc. or Central Government or State Government)			
	International			
	National			
	State			
	(c) Awards/Fellowship			
	International			
	National			
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)			
	International (Abroad)			
	International (within country)			
	National			
	State/University			

If documentary evidence is not attached in support to claimed points, the points may not be awarded by the University. A certificate from IQAC/equivalent cell to be attached in support of claimed points

**20. List of enclosures (give supportive documents of the claims made in the applications and certified copy of ACR/ SARS of last 05 years , if applicable):**

1. \_\_\_\_\_ 2. \_\_\_\_\_
3. \_\_\_\_\_ 4. \_\_\_\_\_
5. \_\_\_\_\_ 6. \_\_\_\_\_

**21. Contact details:**

Permanent Address:  
(in capital letters)

Correspondence Address:  
(in capital letters)

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

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

PIN \_\_\_\_\_

PIN \_\_\_\_\_

**Email:** \_\_\_\_\_ **Mobile No:** \_\_\_\_\_

**22. Name and addresses of two professional referees (who are not related to the applicant) who are in a position to testify from their personal knowledge as to the fitness of the applicant for the post applied for:**

(i) Name : \_\_\_\_\_

(ii) Name : \_\_\_\_\_

Status : \_\_\_\_\_

Status : \_\_\_\_\_

Address : \_\_\_\_\_

Address : \_\_\_\_\_

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

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

E-mail and Phone : \_\_\_\_\_  
Mobile\_\_\_\_\_

E-mail and Phone : \_\_\_\_\_  
Mobile\_\_\_\_\_

**Declaration**

I certify that the above mentioned information given by me is correct, complete to the best of my knowledge and belief and no material/ information has been concealed. I am aware of any circumstances which may impair my fitness or employment.

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

Signature of the Candidate\_\_\_\_\_

**Forwarded by  
Head/Dean:**

**Certificate to be recorded by the employer while forwarding the application**

Certified that the particulars filled in the application for the post of \_\_\_\_\_ vide Advt. no. \_\_\_\_\_ dated \_\_\_\_\_ filled by Sh./ Smt. \_\_\_\_\_ S/o, D/o, W/o \_\_\_\_\_ Designation \_\_\_\_\_ have been verified and found correct. The date of his/ her appointment in the present substantive grade of \_\_\_\_\_ is \_\_\_\_\_. It is also certified that no vigilance case is pending or contemplated against him/her. Attested copies of his/ her ACRs for the last 5 years are enclosed. Certified that no major/ minor penalties have been imposed till date on the Officer during the last ten years of his/ her service. In case the officer is selected, he/ she will be relieved within 15 days of receiving the intimation/ offer letter for appointment to the above mentioned post.

**(Signature with stamp & date)  
Registrar/ Administrative Authority**