



भारतीय प्रौद्योगिकी संस्थान रुड़की, उत्तराखण्ड

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

ROORKEE - 247 667 (Uttarakhand) India

शैक्षणिक एवं अनुसंधान पदों के लिए आवेदन प्रपत्र

APPLICATION FORM FOR TEACHING AND RESEARCH POSTS

Please type / write neatly and legibly

Candidates must read and follow the "Instructions to Candidates for Appointment" given in Form No. I-1, very carefully. Applications submitted not in conformity with these are liable to be rejected.

विज्ञापन संख्या

Advertisement No. _____

आवेदित पद

विभाग / केन्द्र

Post Applied for _____ Deptt. / Centre _____

विशेषज्ञता का क्षेत्र

Field of Specialization) _____

पासपोर्ट आकार
का फोटो
Affix. Passport
Size
Photograph

1. पूरा नाम (उपनाम सहित, साफ अक्षरों में)

Full Name (in Block letters) _____

(Underline Surname)

Name in Hindi _____

2. पिता / पति का नाम Father's / Husband's Name :

3. (अ) पत्राचार के लिए डाक पता

(a) Address for Correspondence

(ब) स्थायी पता

(b) Permanent Address

Tel. No. _____

Fax No. _____

E-mail : _____

Tel. No. _____

Fax No. _____

E-mail : _____

4. जन्म स्थान तथा तिथि:

Date and Place of Birth

इस आवेदन की तिथि को आयु

Age on the date of this application

वर्ष Years माह Months

5. लिंग : पुरुष / स्त्री

(a) Sex : Male / Female

वर्ग अ.जा. अ.ज.जा. अ.पि.व.

(b) Category SC ST OBC

सामान्य सही का निशान लगाएं।

General (Plea tick)

विकलांग होने की दशा में

(c) Persons with Disability:

हाँ अथवा नहीं यदि हाँ

Yes or No ; If yes:

वी.एच. एच.एच. ओ.एच. सही का निशान लगाए।

VH HH OH (Plea tick)

6. वैवाहिक स्थिति : विवाहित / अविवाहित

Marital Status : Married/Unmarried

7. राष्ट्रियता :

Nationality :

8. शैक्षणिक योग्यता (हाईस्कूल अथवा समकक्ष परीक्षा से प्रारम्भ करें)

Academic Qualifications (Commencing with the High School or an equivalent examination)

परीक्षा / उपाधि Examination/ Degree	विषय / विशेषज्ञता Subjects/ Specialization	वर्ष Year	श्रेणी Division	% अंक / ग्रेड % Marks/ Grade	विश्वविद्यालय / कॉलेज / बोर्ड University/College/ Board	विशिष्टता / छात्रवृत्ति Distinctions/ Scholarship
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9. अध्यापन / व्यावसायिक / अनुसंधान नियोजन (वर्तमान पद से प्रारम्भ करके अवरोही क्रम में विवरण दें)

Teaching/Professional/Research Employment

(Give particulars in descending order starting with the present post.)

नियोक्ता Employer	पद Post held	वेतनमान Pay Scale*	मूल वेतन Basic pay	नियोजन की अवधि Period of Employment		कार्यों के स्वरूप Nature of Duties/Work
				से/ from	तक/ to	

* Mention whether revised or unrevised, if relevant

10. कार्य निष्पादन का संक्षिप्त विवरण

Summary of Performance*

(अ) अध्यापन अनुभव

से

तक

कुल वर्ष और महीने

(a) Teaching Experience

From

To

Total Years & Months

(i) अनुस्नातक / Under Graduate

(ii) स्नातकोत्तर / Post Graduate

(iii) कुल अध्यापन अनुभव /

Total Teaching Experience

(iv) टी0वी0 शिक्षण कार्यक्रमों के निर्माण में भाग लेने का विवरण

Participatioin in Production of Educational TV Programme

(v) अल्पावधि / अनवरत शिक्षा / विशेषज्ञता पाठ्यक्रमों का आयोजन

Short Term/Continuing Education/ Specialist Courses conducted.

(ब) पाठ्यक्रमों का विकास (संख्या)

अनुस्नातक **U.G.** स्नातकोत्तर **P.G.**

(b) Courses Developed (No.)

(स) प्रकाशन (संख्या दें)

प्रकाशित

स्वीकृत

(c) Publications : (Give numbers)

Published

Accepted

(i) समीक्षात्मक पत्रिकाओं में शोध पत्र
Research Papers in Refereed Journals

(ii) सम्मेलनों में प्रस्तुत शोध पत्र
Papers in Conferences/Symposia

(iii) पुस्तकें / Books

(iv) समीक्षा / अनुसंधान / अभिकल्प / व्यवहार्यता प्रतिवेदन संख्या

Number of Review/Research/ Design/Feasibility/Reports :

(v) एकस्व / प्रौद्योगिकी हस्तान्तरण
Patents/Technology Transfer :

(द) पर्यवेक्षित शोध प्रबन्धों की संख्या

प्रदत्त

पूर्ण हुई

प्रगति पर

(d) Number of Theses Supervised

Awarded

Submitted

In Progress

(i) पीएच0डी0 / Ph.D

(ii) एम0फिल / M.Phil

(iii) एम0टैक / एम0ई0 / एम0एससी#

M.Tech. / M.E. / M.Sc.#

(य) प्रायोजित अनुसंधान/परामर्श परियोजनाएं

पूर्ण हुई

प्रगति पर

धनराशि(रु० लाख में)

(e) Sponsored Research/Consultancy Projects

Completed

In Progress

Amount (Rs. in lakh)

(i) प्रायोजित अनुसंधान परियोजनाओं की संख्या

Number of Sponsored Research Projects :

(ii) परामर्श परियोजनाओं की संख्या

Number of Consultancy Projects :

* Refer to 'List of enclosures' and attach relevant enclosures

Postgraduate Dissertation of minimum specialization of one full semester. The details given should be up to the last date of submission of the application.

.....4

(र) पुरस्कार/पदक/अवार्ड/सम्मान

(f) Prizes/Medals/Awards/Honours

(ल) अन्य गतिविधियों का विवरण, यदि कोई है, खेल-कूद, एन.सी.सी., संवाद प्रतियोगिता और समाज सेवा आदि

(g) Extra-curricular activities - Give details, if any, of proficiency acquired in games, sports and part taken in other extra-curricular or social activities such as NCC, public lectures, debates, social service etc.

• विद्यार्थी जीवन में / As a student

• नौकरी में आने के बाद / After entering into service

**11. विशिष्ट प्रशिक्षण/अभिहस्तांकन/अन्य प्रासंगिक विवरण -
Special Training/Assignment/Any Relevant Particulars :**

**12. (अ) व्यावसायिक सोसायटि की सदस्यता/अध्येयता वृत्ति
(a) Membership / Fellowship of Professional Societies :**

(ब) अन्य गतिविधियां / उत्तरदायित्व

(b) Other Activities/Responsibilities :

(स) क्या आपको आवेदित वेतनमान का न्यूनतम स्वीकार्य है ? (यदि नहीं, कारण सहित स्पष्ट करें कि कितना न्यूनतम मूलवेतन स्वीकार्य/अपेक्षित है)

(c) Are you willing to accept the initial salary of the grade ?

(If no, state what is the minimum salary acceptable or expected, with justification thereof).

(द) नियुक्ति होने की स्थिति में कार्य ग्रहण करने से पहले कितने समय की आवश्यकता है ?

(d) If appointed, what notice would you require before joining the post ?

(य) आवेदित पद से सम्बन्धित अन्य कोई सूचना

(e) Any other relevant information, not given above.

13. (अ) क्या कभी आपके विद्योपार्जन का क्रम भंग हुआ ? यदि हाँ, कारण सहित विवरण दें

(a) Has there been any break in your academic career ? If so, give details thereof with reasons.

(ब) क्या कभी आपके विद्योपार्जन के दौरान विश्वविद्यालय/कालिज द्वारा दण्ड दिया गया ? यदि हाँ, विवरण दें

(b) Have you been punished during your studies at College/University ? If so give details including period of punishment.

(स) क्या कभी नौकरी के दौरान या किसी न्यायालय द्वारा आपको दोषी प्रमाणित किया गया ? यदि हाँ, विवरण दें

(c) Have you been punished during your services or convicted by a Court of Law ? If so give details including duration of punishment.

(द) क्या कभी आप स्वास्थ्य परीक्षा में अयोग्य घोषित हुए, आपसे त्यागपत्र देने के लिए कहा गया, आपको किसी नौकरी से पद मुक्त या बर्खास्त किया गया ? यदि हाँ, पृथक पृष्ठ पर विवरण दें।

(d) Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed ? If yes, give details in a separate sheet.

(ध) क्या आपके विरुद्ध कोई न्यायिक मामला विचाराधीन है, यदि हाँ, विवरण दें।

(e) Do you have any court cases pending as one of the parties ? If yes, give details.

14. तीन सन्दर्भ व्यक्तियों { जिनसे प्रार्थी का पारिवारिक सम्बन्ध ना हो} का नाम उनके डाक पते (फोन/फैक्स नं०, यदि हैं) के साथ।
सन्दर्भ सामान्यतः वरिष्ठ व्यक्ति/विभागाध्यक्ष/सुपरवाइजर, जो अभ्यर्थी के काम से पूर्णतया अवगत हों और सम्बन्धित क्षेत्र से हों।

Give names, designations and addresses (phone/fax number, e-mail, if any, of three referees not related to you.

Referees should normally be senior persons/HoD/Supervisor familiar with the work of the candidate and from the related area.

(i)

(ii)

(iii)

15. संलग्न प्रलेखों की सूची / List of Enclosures

- (a) Form No. A1/Fac duly filled and complete in all respects.
(b) Form No. A2/Fac duly filled and complete in all respects.
(c) Other enclosures (see list of enclosures).

16. अभ्यर्थी द्वारा हस्ताक्षरित घोषणा पत्र
Declaration to be signed by the Candidate

मैं एतद् द्वारा यह घोषणा करता हूँ कि इस आवेदन पत्र में दी गई सभी सूचनाएं मेरी जानकारी एवं पूर्ण विश्वास के साथ सत्य हैं। यदि किसी समय यह पाया गया कि मैंने कोई सूचना छिपाई है अथवा असत्य है तो मेरी नियुक्ति बिना किसी नोटिस अथवा हरजाने के बर्खास्त कर दी जायेगी।

I hereby declare that the entries in this form are true to the best of my knowledge and belief. If at any time I am found to have concealed any material/ information or given any false details, my appointment shall be liable to be summarily terminated without notice or compensation.

स्थान:

Place :

दिनांक / Dated:

अभ्यर्थी के हस्ताक्षर / **Signature of Applicant**
(Name:.....)

17. इस आशय के साथ अग्रप्रेषित कि अभ्यर्थी के उपर्युक्त पद हेतु आवेदन करने एवं इस पद पर चयन हेतु विचार होने पर इस संस्था को कोई आपत्ति नहीं है।

Forwarded with the remarks that the Institution/Organisation has no objection to the candidature of the applicant being considered for the post applied for, as above.

हस्ताक्षर / **Signature**
(Head of the Institution/Organisation)
Designation:
Address:

Place :

Telephone :

Fax:

Dated:

E-mail:

टिप्पणी / Remarks

1. नियोजित अभ्यर्थी आवेदन पत्र अपने नियोक्ता के माध्यम से भेजें।

Candidate already employed should forward the application through their employer.

List of Enclosures : (Check List)

The applicant must submit the following in the order given below and the enclosures attached be tick marked.

- (i) The Applicant **Form No. A1/Fac** duly filled and complete in all respects.
- (ii) The Summary Sheet, **Form No. A2/Fac** duly filled and complete in all respects.
- (iii) There is No Application Fee for faculty Positions
- (iv) Copy of the certificate from the competent authority, if you belong to SC/ST/OBC/PH.
- (v) Attested copy of the Certificate of date of birth.
- (vi) Only attested copies of diplomas, degrees and certificates should be sent. Originals should be produced when asked for.
- (vii) Candidates, if they so desire, may attach attested copies of testimonials from two persons intimately acquainted with their work and character.
- (viii) One page Write-up on significant contribution/innovations through teaching, research, design, or any other innovative/ creative activity during the past five years. **-Annexure I**
- (ix) A list giving details of production of Educational TV Programmes, Short Term/Continuing Education/Specialist courses conducted, Courses developed for UG/PG. **-Annexure II**
- (x) Details of theses supervised **-Annexure III**
(Attach a separate sheet giving full details of theses supervised i.e. Degree, Title of thesis, Year awarded, Name of Student or Scholar, Co-supervisors, if any).
- (xi) Details of Sponsored/Consultancy Projects handled. **-Annexure IV**
(Attach separate sheets giving details of the Title, Name of Sponsor or Funding Agency, Amount and Duration of the Research and/or Consultancy Project Research / Consultancy activities during the past five years).
- (xii) Details of Research Publications **-Annexure V**
(Attach separate lists for reviewed publications in Journals and papers presented in Conferences giving relevant details with regards to co-authors, title, journals/publishers, page no., conference-place, month, year etc. for the above. Publications during the last five years be indicated separately).
- (xiii) Three sets of reprints or photocopies of five selected research papers which you consider as most significant of your contributions. **-Annexure VI**
- (xiv) Details of Review/Research/Design/Feasibility Reports giving title, number of pages name of agency for which prepared and co-authors, if any. **-Annexure VII**
- (xv) Details of Patents / Technology Transfer cases. **-Annexure VIII**

Note : *Candidates should attach copies of grades/marks in courses taken during M.Tech./Ph.D. Programmes and abstract of Ph.D. thesis.*

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE, ROORKEE
SUMMARY SHEET

(To the application for teaching and research posts)

Name of the Candidate.....Date of Birth.....

Category:General/SC/ST/OBC/PWD

Specialization.....

Post..... Name of Deptt. applied for.....

Present pay scale (Rs.)..... Basic Pay (Rs.)..... Date of next Increment.....

Education				Employment		Experience		
Degree	Board College/ Univ.	Year	Div./Marks/ CGPA	Designation/ Organization	Period	Teaching	Research	Industry

Project/Thesis/Supervision			Publication			Sponsored Project/Consultancy			
Degree Level 1. Ph.D. 2. PGD#	Nos.		Category Published/Accepted	Nos.		Nos.		Category and Amount (Rs. in lacs)	
	A	IP		Jr.	Con.	C	IP		
Nos. of Patents									

A= Awarded IP= In progress C= Completed Jr= Journal Con= Conference

#Postgraduate Dissertation of minimum specified duration of one full semester.

Place:

Signature of Applicant

Date:

STATEMENT OF THE CANDIDATES

Department : _____

Post : _____

Advertisement No. : _____

Sl. No.	Name & Address	Date of Birth	Nationality	Qualifications		Experience Teaching/ Research/ Industrial		No. of Theses/ Dissertations guided (Independently/Jointly)		No. of papers published in (Refereed journals and Conferences)		No. of Sponsored projects completed/ continuing with budget Funds (Rs. Lakhs)	No. of Consultancy projects completed/ continuing with budget Funds (Rs. Lakhs)	Awards & Distinctions	No. of Continuing Education programmes /Books	For use at IIT Roorkee	For use at IIT Roorkee	Remarks, if any.	
				Degree preceding Ph.D. /Year & % Marks/ CGPA/ Division	Employer/ Designation & period	Ph.D.	PG D+	•Refereed Journ.	Number										
				B.Tech/ M.Sc./ M.Tech etc.	Ph.D	Teaching	Research			Total	•Patent								

+PGD = Postgraduate Dissertation of minimum specified duration of one full semester.

NOTE: In the above table, provide the information which you possess as on the last date given in the advertisement for submitting the application form.

The candidate must meet the eligibility and screening criteria as on the last date given in the advertisement of submitting the application form.

SIGNATURE OF THE CANDIDATE

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE - 247 667 (Uttarakhand) India

Instructions to Candidates for Appointment

(To be detached from the Application Form by the candidate)

Candidates must read and follow these instructions very carefully. Applications not submitted in conformity with these are liable to be rejected.

1. Fill in the application form (**Form No. A1/Fac**) including the Summary Sheet (**Form No. A2/Fac**) legibly and correctly. Any relevant additional information that the candidate may like to give should be separately attached.
2. (a) Candidates should satisfy themselves that they possess the essential qualifications required for the post. Only candidates possessing the required qualifications and experience for the post will be eligible for consideration.
(b) In case an applicant wishes to be considered for more than one department / centre, separate applications should be submitted for each.
(c) In the application form provide the information which you possess as on the last date for submission of application form.
(d) The candidate should meet the eligibility and screening criteria as on the last date of submission of the application.
(e) Candidates for any particular post may be considered for appointment to a lower post at the discretion of the selection committee.
3. (a) Persons in the employment of Government departments, Universities or Educational Institutions, Public enterprises, quasi-Government organisations, whether in a permanent, quasi-permanent or temporary capacity, must apply through their employers.
(b) They may, however, if they so desire, submit advance copies of their applications direct to the Institute.
(c) If there is a delay in the forwarding of applications, candidates should, if and when called for interview, bring with them the written permission of the Head of the Department or Office of their employers as the case may be, permitting them to appear before the Selection Committee for interview.
(d) In the absence of a “**No Objection Certificate**” candidates may not be interviewed or allowed any payment towards their travelling expenses.
4. (a) Candidates should send applications by registered post.
(b) All applications should be sent to the **Dean of Faculty Affairs, Indian Institute of Technology Roorkee, Roorkee - 247 667 (Uttarakhand) India.**
(c) Any subsequent change of address should be promptly communicated to the **Dean of Faculty Affairs, Indian Institute of Technology, Roorkee, Roorkee- 247 667 (Uttarakhand) India.**
5. Candidate should possess sound health. If selected, they will be required to undergo such medical examination and satisfy such medical authority, as the IITR may prescribe.
6. It should be understood that the submission of applications and fee does not automatically entitle a candidate to be called for interview or refund of fee on that account, as only those candidates who pass through the shortlisting process and are found *prima facie* suitable are called for interview. Nor does the summoning of candidates for the interview convey any assurance that they will be selected. Appointment orders to selected candidates will be issued by the IIT in due course of time after their selections are considered and approved by the competent authority.
7. (a) The contributions of the Institute towards reimbursement of fare to the candidate called for interview, discussion/presentation and such other purposes for the various faculty positions and equivalent posts at IIT Roorkee be regulated as per his/her entitlement in the parent office, the minimum admissible being second class (AC) rail fare.

- (b) Since the IITR contribution towards the travelling expenses may or may not be paid in cash on the spot, when the candidates come for interview, they should carry with them necessary funds for journey both ways.
- (c) Only overseas candidates may be considered "*in absentia*". Persons abroad may appear for interview in person if they so desire, at their own expense. They should however, inform the Dean of Faculty Affairs accordingly at the time of sending their applications.
8. An outstanding engineer/technologist working in industry and with established reputation, and who has made significant contribution to knowledge but not having a Ph.D. degree could also be considered for appointment to the post of Associate Professor/Professor on contract basis. Such appointments shall be made only sparingly and in extremely deserving cases with the approval of the Board of Governors.
9. Higher starting salary in the grade may be offered to a candidate depending on his/her qualifications and experience.
10. Selected candidates, after joining the service of the Institute shall abide by the Rules and Regulations of the Institute as may be in force from time to time in addition to the conditions stipulated in their appointment letters.
11. (a) Residential accommodation, if available, may be offered at 10% of the salary or standard rent, whichever is less, as per IIT Roorkee Rules.
- (b) Retirement benefits of Pension/PF are admissible as per Rules of the IIT system.
- (c) Dearness allowance is admissible as per Rules of the Institute.
- (d) Option for superannuation is available at the age of 65 years.

Contact Address :

Dean of Faculty Affairs
Indian Institute of Technology Roorkee
Roorkee - 247 667 (UA) India
Telephone :+91-1332-285233
Fax :+91-1332-273560
E-mail : dfa@iitr.ernet.in