**Format of Resume**

|  |
| --- |
| **Photo**  |

**Name***(As per Matric Certificate)*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Father& Mother’s Name***(As in Matric certificate)*: ­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Husband’s Name***(if married)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Birth***(As per Matric Certificate)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_

**Communication Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact No.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_**WhatsApp No.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email ID**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Educational Qualifications***(Starting from Highest up to Matric) (Attach self-attested copies)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SN** | **NAME OF DEGREE/ DURATION** | **NAME OF COLLEGE** | **NAME OF UNIVERSITY** | **MON/YR of Passing** | **% Marks** | **Proof attached *(Y/N)****(Page no)* |
| **CGPA& Multi Factor/Equi. Marks** |
| 1 |   |   |   |   |   |  |
| 2 |   |   |   |   |   |  |
| 3 |   |   |   |   |   |  |
| 4 |   |   |   |   |   |  |
| 5 |   |   |   |   |   |  |

1. **Relevant Experience***(Starting form present posting) (Attach self-attested copies)*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **SN** | **Designation** | **Regular/Adhoc/****Hourly** | **Organization/****Institute** | **Start Date** | **End Date** | **Duration** | **Proof attached *(Y/N)****(Page no)* |
| **Y** | **M** | **D** |
|  1 |   |   |   |  |  |   |   |   |  |
|  2 |   |   |   |  |  |   |   |   |  |
|  3 |   |   |   |  |  |   |   |   |  |
|  4 |   |   |   |  |  |   |   |   |  |
|  5 |   |   |   |  |  |   |   |   |  |
| **TOTAL EXPERIENCE =**  |   |   |   |  |

1. **Extra-Curricular Activities** *(Attach self-attested copies) (You may add rows/attach extra sheet, if required)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SN** | **NAME/TYPE OF ACTIVITY** | **LEVEL/ POSITION** | **YEAR &DURATION** | **Proof attached *(Y/N), if Yes at****(Page no)* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |

1. **Co-Curricular Activities***(Attach self-attested copies) (You may add rows/attach extra sheet, if required)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SN** | **NAME/TYPE OF ACTIVITY** | **LEVEL / POSITION** | **YEAR &DURATION** | **Proof attached *(Y/N), if Yes at****(Page no)* |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |

1. **Publications***(also attach list as per below format along with self-attested first page of all Publication/s)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Journals / Conferences** | **Total Publication** | **Name of Journal / Conference*****(In case of Journal; Whether in UGC CARE /SCOPUS/ SCI/ PEER Reviewed Journal)*** | **Description of Journal/Conf** | **Proof attached *(Y/N), if Yes at****(Page no)* |
| **Journal Vol/ Issue/ ISSN** | **Name/Venue/****Date of Conf** |
| Int’l Journal |  |  |  |  |  |
| National Journal |  |  |  |  |  |
| Int’l Conference |  |  |  |  |  |
| Nat’ Conference |  |  |  |  |  |

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_ s-d-w/o Sh\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby declare that all the statements/particulars furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature is liable to be summarily rejected at any stage and if I am already appointed, my services are liable to be terminated without any notice.

Place:

Dated: **Signature of Applicant**