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| **JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA KAKINADA-533 003, AP, INDIA** |
| **NOTIFICATION****(Faculty Recruitment for JNTUK Kakinada)** **Advt.No:E1/Estt./Asst. Prof. /2017/Backlog, dated 16.11.2017** |
| Applications are invited in the prescribed format for backlog vacancies for the posts of Assistant Professors in EEE / English /Economics/Lib.Sciences/Maths/IT Departments at University College of Engineering Kakinada and University College of Engineering Vizianagaram.Refer JNTUK Website [www.jntuk.edu.in](http://www.jntuk.edu.in) for Application format, vacancy position, instructions and guidelines etc., to the applicants. The filled in application in all respects should reach the Registrar, JNTU Kakinada, Kakinada-533003 on or before 22.12.2017. Sd/-**REGISTRAR**  |



Grams: “TECHNOLOGY” Phone: Off: 0884 - 2300900

Email: registrar@jntuk.edu.in Fax: 0884 - 2300901

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA**

**KAKINADA-533003, Andhra Pradesh (India)**

(Established by Andhra Pradesh Act No. 30 of 2008)

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**Advt.No:E1/Estt./Asst. Prof. /2017/Backlog, dated 16.11.2017**

Applications in the prescribed format are invited for the following Posts in the University so as to reach the Registrar of the University on or before 22.12.2017 by 5 PM.

**BACKLOG VACANCIES IN UNIVERSITY COLLEGE OF ENGINEERING, JNTUK KAKINADA**

**ASSISTANT PROFESSORS:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of the Department** | **OC** | **SC** | **ST** | **BC** | **DA** | **Total** |
| G | W | G | W | G | W | **A** | **B** | **C** | **D** | **E** | VH | OH | HH |
|  |  |  |  |  |  | G | W | G | W | G | W | G | W | G | W |  |  |  |  |
| **Group – II** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Library Science |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  |  |  | 1 |
| Mathematics |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  |  |  |  |  | 1 |
| **Group – I** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| English |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  |  |  | 1 |
| **Total** | **3** |

**BACKLOG VACANCIES IN UNIVERSITY COLLEGE OF ENGINEERING VIZIANAGARAM, JNTUK KAKINADA**

**ASSISTANT PROFESSORS:**

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|  |  |  |  |  |  |  |
| **Name of the Department** | **OC** | **SC** | **ST** | **BC** | **DA** | **Total** |
| G | W | G | W | G | W | **A** | **B** | **C** | **D** | **E** | VH | OH | HH |
|  |  |  |  |  |  | G | W | G | W | G | W | G | W | G | W |  |  |  |  |
| **Group – III** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Electrical & Electronics Engg. |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1 |  |  |  |  | 1 |
| Information Technology |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1 |  |  |  |  | 1 |
| **Group – II** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Library Science |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1(W) |  |  | 1 |
| Mathematics |  |  |  |  |  |  |  |  |  | 1 |  |  |  |  |  |  |  |  |  | 1 |
| **Group – I** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| English |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1(W) |  |  | 1 |
| Economics |  |  |  | 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | 1 |
| **Total** | **6** |

Scale of Pay:

Assistant Professor: Pay Band Rs.15600-39100+6000 AGP

Qualification & Experience: As mentioned in the JNTUK Website.

Important Note: The candidates who enter into JNTUK service through this Advertisement are not eligible for pensionary benefits.

 The prescribed application form and information to candidates can be downloaded from JNTUK Website (www.jntuk.edu.in)

 The duly filled in application form together with attested copies of certificates and a Demand Draft for Rs.1000/- (Rupees One thousand only) (in case of SC/ST candidates the fee is Rs.500/- (Rupees Five Hundred only)) towards Registration fee drawn not earlier than 16.11.2017 on any Nationalized Bank in favour of the Registrar, JNTUK, Kakinada payable at Kakinada should reach the Registrar, JNT University Kakinada, Kakinada–533 003 on or before 22.12.2017 by 5 PM. The University will not be responsible for any loss or delay in transit of the applications sent by the candidates.

 The University reserves itself the right to increase or decrease the number of posts, not to fill up any or all the above posts.

Note:

1. Those who want to apply for more than one post through this advertisement should submit filled in application separately for each post along with the prescribed fee for each post.
2. All other conditions, viz., relaxation in age, marks etc., will be applicable as per G.O.Ms.No.38, *Higher Education (UE) Department, dated 23.06.2016.*

Kakinada Sd/-

Date:16.11.2017 REGISTRAR

Grams: “TECHNOLOGY” Phone: Off: 0884 - 2300900

Email: registrar@jntuk.edu.in Fax: 0884 - 2300901

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA**

**KAKINADA-533003, Andhra Pradesh (India)**

(Established by Andhra Pradesh Act No. 30 of 2008)

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**Advt.No:E1/Estt./Asst. Prof. /2017/Backlog, dated 16.11.2017**

QUALIFICATIONS PRESCRIBED AND INFORMATION TO THE CANDIDATES

|  |  |  |
| --- | --- | --- |
| Sl. No. | NAME OF THE POST | QUALIFICATION & EXPERIENCE FOR CANDIDATES |
| 1 | **ASSISTANT PROFESSORS**i) Electrical & Electronics Engineeringii) Information Technology | i. EssentialFirst Class Master’s Degree in the appropriate branch of Engineering (Engg.) & Technology (Tech.).ii. Without prejudice to the above, the following conditions may be considered desirable:1. Teaching, research industrial and / or professional experience in a reputed organization;2. Papers presented at Conferences and / or in refereed journals. |
|  | iii) Englishiv) Economicsv) Mathematics | i. Good academic record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master’s Degree level in the relevant subject from an Indian University, or an equivalent degree from an accredited foreign university.ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.iii. Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause 4.4.1, candidates, who are, or have been awarded a Ph. D*.* Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions. |
|  | vi) Library Science  | i. A Master’s Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. ii. Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC. iii. However, candidates, who are, or have been awarded Ph. D. degree in accordance with the “University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of University Assistant Librarian/ College Librarian. (as per Corrigendum of UGC No.F.1-5/2010 (PS), dated September 2011.)iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted. |

***APPLICATION FORM FOR THE BACKLOG POSTS IN UNIVERSITY COLLEGE OF ENGINEERING KAKINADA (UCEK)***



Grams: “TECHNOLOGY” Phone: Off: 0884 - 2300900

Email: registrar@jntuk.edu.in Fax: 0884 - 2300901

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA**

**KAKINADA-533003, Andhra Pradesh (India)**

(Established by Andhra Pradesh Act No. 30 of 2008)

APPLICATION FORM FOR RECRUITMENT

Affix Latest Colour Passport

Size Photograph

attested by Gazetted Officer with seal

 BY ADVERTISEMENT AND SELECTION

To be returned to the Registrar, Jawaharlal Nehru Technological University

Kakinada, Administrative Block, Kakinada – 533 003 Andhra Pradesh, so as to reach him on or before 22.12.2017 by 5 PM.

Note: Please read enclosed instructions before filling up this form.

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| --- | --- | --- |
| 1 | Post to which applied: | ASSISTANT PROFESSOR |
|  | Faculty (like EEE/English/Economics/Lib.Sciences/Maths/IT Departments) |  |
|  | College Applied (Separate application for each advertisement must be sent) | **UCEK** | Category (BC/SC/ST/DA) if so please furnish a certificate from the competent authority |  |
| 2 | Name in full (Block letters) | Mr./Ms./Dr. |
|  |  |  | Male/ Female |  |
| 3 | Date of Birth of the applicant |  | Place of Birth |  |
| 4 | Father's/ Husband 's name |  | Occupation: |  |
| 5 | Postal Address to which communications should be sent |  |
| Telephone No. with STD Code (O) |  | ( R ) |  |
| Mobile No: |  | Email: |  |
| 6 | Give the following particulars of Educational Qualifications (Commencing with SSC or equivalent examination). Where a qualification has been obtained by private appearance, this should be specifically mentioned. |
|  | Name of the Examination/ Degree | Name of the School/College and Place | Name of the Board/ University | Year in which Degree/ Diploma has been obtained | Class or Division with % of Marks/Grade | Subjects taken for specialization |
|  | (1) | (2) | (3) | (4) | (5) | (6) |
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| 7 | **Give chronological order details of your employment** |
| Name and Address of Institution / Office | Post Held | Scale of Pay | Period | Total Period in each cadre | Basic Pay & Gross Pay | Regular / Adhoc. University ratified |
|  |  |  | From | To |  |  |  |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
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| Whether qualified in NET/SLET/SET Yes / No: \_\_\_\_\_\_\_\_\_\_\_Conducted by\_\_\_\_\_\_\_If Yes, Year in which qualified Year : \_\_\_\_\_\_\_\_\_\_\_ (Enclose attested copies of the certificates) |
| 8 |  Have you published any Papers? If so, give particulars and if possible enclose copies of papers/ clearly mentioning the names of refereed International/National Journals and in the case of papers published and Conferences participated for Presenting papers (Please see the instructions Sheet- Point No.23) insert here a reference about the sheet attached. |
| Details | National (No.) | International (No.) | Details | National (No.) | International (No.) |
| Journals |  |  | Conference |  |  |
|  |  |  |  |  |  |
| 9 | Membership in professional bodies: |  |
| 10 | No. of Ph.Ds guided if any (Give details on a separate sheet) |  |
| 11 | Awards received if any ( Give details on a separate sheet) |  |
| 12 | Languages known: |  |
| 13 | Details of experience: |  |
| Teaching to post- graduate classes with details of subjects handled, course, semester, year etc., (Enclose separate sheet if required) |
| Research Experience |
| Industrial Experience |
| Administrative Experience |
| 14 | If appointed what time period would you require for joining the post? |  |
| 15 | Additional Remarks: (Applicant may mention here any special qualification acquired or experience gained in organization, administration, teaching, sports, NCC etc. not given above.) (Separate sheet to be enclosed if necessary). |  |
| 16 | Details of Demand Draft towards Registration Fee: A crossed DD for Rs.1000/-(in case of SC/ST candidates the fees is Rs.500/-) drawn in favour of Registrar, JNTUK, Kakinada must be enclosed. The application not accompanied by the Crossed DD will not be considered. |
|  | Name of the issuing bank (indicate place, town etc. where the bank is located) |  | DD No. & Date |  | Amount |  |
| 17 | REFERENCES (The referees should be persons residing in India holding responsible position and not related to the candidate) |
| S.No. | Name | Occupation or Position | Address |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 18 | Details of Enclosures: |
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| h. |
| i. |

DECLARATION TO BE SIGNED BY THE APPLICANT

I hereby declare that the statements made in this application are true to the best of my knowledge.

Date:

Place: SIGNATURE OF THE APPLICANT

UNDERTAKING

I hereby give an undertaking that if selected I will work in any of the Constituent Units or Constituent Colleges of Jawaharlal Nehru Technological University Kakinada including University College of Engineering, Vizianagaram/Narasaraopeta, by posting or by transfer while in service.

Date: SIGNATURE OF THE APPLICANT

FOR GOVERNMENT / UNIVERSITY SERVANTS ONLY

Endt.No. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Forwarded to the Registrar, Jawaharlal Nehru Technological University , Kakinada, Administrative Block, Kakinada , Andhra Pradesh.

The applicant is permanent employee/ Approved Probationer/ Probationer/ Temporary Employee in this Department College. His/Her character as far as is known to me is good and his/her work suggested that he/she would be suitable for appointment. He/She will be relieved from the present post if he/she is selected for the post to which he/she applied.

I certify that all the entries made in the application are correct according to his/her Service Book or records maintained in this Office.

I recommend that his application may be considered.

Full Signature

Designation

Office Seal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTRUCTIONS TO CANDIDATES FOR RECRUITMENT TO VARIOUS VACANT TEACHING POSTS

1. Applications received late, or incomplete application forms will not be considered.
2. If a candidate had been in employment, he/she should either give his/her present or most recent address of the employer or immediate supervisor as reference, or submit a testimonial from him/her.
3. Canvassing in any form will disqualify the candidate.
4. A candidate must be in sound in body and health. He/She must be prepared to undergo such medical examination and satisfy such medical authority the University may prescribe.
5. Every successful candidate will be informed the result of his/her application in due course after approval by the competent authority and any interim enquiries about the result will therefore not be answered.
6. i. Candidates should satisfy themselves that they are eligible to apply before filling up the application form.

 The conditions prescribed cannot be relaxed.

ii.Candidates who are already in service (whether permanent or temporary) should submit
their applications through the competent authority of their organization.

iii. The application form should be filled up in the candidate's own hand writing and the
signature at the end must be in full.

1. Candidate who is found to have knowingly furnished any particulars which are false or to have suppressed material information, will be disqualified and if appointed, will be liable for dismissal without notice.

Note: Candidates are warned that if the application form is incomplete or wrongly filled or is not accompanied by any of the documents wherever necessary, or a reasonable explanation of its absence, it will be summarily rejected and that no appeal against or correspondence regarding its rejection will be entertained.

1. Documents to accompany the application form:
2. ACADEMIC QUALIFICATIONS: True copies of Degrees / Diploma and other certificates of
academic nature attested by Gazetted Officers (other than the applicant) should be attached to
the application form. All certificates in original must be produced only at the time of interview
and shall not be attached to the application form. If any of the originals are not produced at the
time of the interview the candidates are liable to be disqualified.
3. EVIDENCE OF AGE: The proof of age acceptable. By the University is the age or date of birth entered in the Matriculation Certificate or in the Secondary School Leaving Certificate or the Higher Secondary Certificate or a Certificate recognized by an Indian University as equivalent to Matriculation, or an extract from a Register of Matriculates maintained by the University. The extract must be attested by the proper authority of the University. The Candidates shall satisfy the qualification and age as on the last date of receipt of filled in application form by the University.
4. CHARACTER CERTIFICATE: Candidate must submit a CERTIFICATE IN ORIGINAL together with an attested copy thereof, from some person in authority (e.g. Principal, Head of the Institution etc.) at an educational institution which the candidate is attending or has attended for atleast one year during the three years immediately preceding the date of his application. The signatory of the certificate should give his designation in full.

NOTE: a) Candidates who have not attended any educational institution for at least one Academic year

within three years before the submission of their application may submit a certificate of their

character and respectability in ORIGINAL WITH an attested Copy THERE OF FROM A GAZETTED OFFICER IN SERVICE.

b) Only one certificate of character is required

1. The Original certificates if sent with the application will not be returned until the interviews are completed.
2. If any certificate is not submitted with the application, a reasonable explanation of its absence must be given in the application. However, it does not give a right for consideration of application.
3. The filled in application form received after the last date will be summarily rejected.
4. If the applicant is employed, and if he/she feels that his/her application will not reach the University in time, if forwarded through proper channel, he/she may fill in an advance copy of his/her application in the prescribed form and submit it to the University and get his/her original application forwarded through the proper channel.
5. Candidates must make arrangements to see that communication addressed to them, on the address stated in the applications are redirected, if necessary to their changed address.
6. As a general rule selected candidates will have to produce a Medical certificate from a medical officer not below the rank of Civil Surgeon that he is sound in body and health.
7. In the case of Govt. employees the Head of the Department should certify that the Government has agreed to relieve the candidate, if recruited.
8. Candidates in private and semi-government services must attach a letter to indicate that they have applied with the knowledge of their employers, and that they will be relieved by the organization, if selected.
9. The date of interview will be intimated in due course of time. The office will not be responsible for the late or non-delivery of the intimation posted to the candidate.
10. The selected candidates will be required to join duty within a month from the date of issue of orders, unless otherwise instructed in the order of appointment, failing which the appointment of the candidates will be treated as cancelled.
11. Candidates belonging to Scheduled Castes/Scheduled Tribes/Backward Class / Differently Abled should enclose attested copy of Community Certificate /Medical Certificate as the case may be along with the application form.
12. The University will acknowledge the receipt of application provided a self-addressed post card duly affixed with postal stamps are attached to the application. No application will otherwise be acknowledged.
13. Reservation to BC-E group will be subject to the adjudications of the litigation before the Honorable Courts including final orders in Civil Appeal No. (a) 2628-2637 of 2010 in SLP. No.7388-97 of 2010, dated 25/03/2010 and orders from the Government.
14. The candidates selected should work in any of the constituent Colleges / Units of the University including University College of Engineering Vizianagaram District/ University College of Engineering Narasaropeta, Guntur, District.
15. The application form is to be filled by the applicant and make 5 photo copies are to be enclosed along with the original application form.
16. Please give full particulars on a separate sheet in the following format for Column No.8 in the Application Form.

For Journals:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl. No. | Name of the Journal  | Title of Paper | Month & Year of Publication, | National or International |

For Conferences:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Name of the Conference | Place | Title | Month & Year | National or International |

For Conferences:

|  |  |  |
| --- | --- | --- |
| Sl. No. | Name of the Monographs | Month & Year |

 Sd/-

 **REGISTRAR**

***APPLICATION FORM FOR THE BACKLOG POSTS IN UNIVERSITY COLLEGE OF ENGINEERING VIZIANAGARAM (UCEV)***



Grams: “TECHNOLOGY” Phone: Off: 0884 - 2300900

Email: registrar@jntuk.edu.in Fax: 0884 - 2300901

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA**

**KAKINADA-533003, Andhra Pradesh (India)**

(Established by Andhra Pradesh Act No. 30 of 2008)

APPLICATION FORM FOR RECRUITMENT

Affix Latest Colour Passport

Size Photograph

attested by Gazetted Officer with seal

 BY ADVERTISEMENT AND SELECTION

To be returned to the Registrar, Jawaharlal Nehru Technological University

Kakinada, Administrative Block, Kakinada – 533 003 Andhra Pradesh, so as to reach him on or before 22.12.2017 by 5 PM.

Note: Please read enclosed instructions before filling up this form.

|  |  |  |
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| 1 | Post to which applied: | ASSISTANT PROFESSOR |
|  | Faculty (like EEE/English/Economics/Lib.Sciences/Maths/IT Departments) |  |
|  | College Applied (Separate application for each advertisement must be sent) | **UCEV** | Category (BC/SC/ST/DA) if so please furnish a certificate from the competent authority |  |
| 2 | Name in full (Block letters) | Mr./Ms./Dr. |
|  |  |  | Male/ Female |  |
| 3 | Date of Birth of the applicant |  | Place of Birth |  |
| 4 | Father's/ Husband 's name |  | Occupation: |  |
| 5 | Postal Address to which communications should be sent |  |
| Telephone No. with STD Code (O) |  | ( R ) |  |
| Mobile No: |  | Email: |  |
| 6 | Give the following particulars of Educational Qualifications (Commencing with SSC or equivalent examination). Where a qualification has been obtained by private appearance, this should be specifically mentioned. |
|  | Name of the Examination/ Degree | Name of the School/College and Place | Name of the Board/ University | Year in which Degree/ Diploma has been obtained | Class or Division with % of Marks/Grade | Subjects taken for specialization |
|  | (1) | (2) | (3) | (4) | (5) | (6) |
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| 7 | **Give chronological order details of your employment** |
| Name and Address of Institution / Office | Post Held | Scale of Pay | Period | Total Period in each cadre | Basic Pay & Gross Pay | Regular / Adhoc. University ratified |
|  |  |  | From | To |  |  |  |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
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| Whether qualified in NET/SLET/SET Yes / No: \_\_\_\_\_\_\_\_\_\_\_Conducted by\_\_\_\_\_\_\_If Yes, Year in which qualified Year : \_\_\_\_\_\_\_\_\_\_\_ (Enclose attested copies of the certificates) |
| 8 |  Have you published any Papers? If so, give particulars and if possible enclose copies of papers/ clearly mentioning the names of refereed International/National Journals and in the case of papers published and Conferences participated for Presenting papers (Please see the instructions Sheet- Point No.23) insert here a reference about the sheet attached. |
| Details | National (No.) | International (No.) | Details | National (No.) | International (No.) |
| Journals |  |  | Conference |  |  |
| Seminars |  |  |  |  |  |
| 9 | Membership in professional bodies: |  |
| 10 | No. of Ph.Ds guided if any (Give details on a separate sheet) |  |
| 11 | Awards received if any ( Give details on a separate sheet) |  |
| 12 | Languages known: |  |
| 13 | Details of experience: |  |
| Teaching to post- graduate classes with details of subjects handled, course, semester, year etc., (Enclose separate sheet if required) |
| Research Experience |
| Industrial Experience |
| Administrative Experience |
| 14 | If appointed what time period would you require for joining the post? |  |
| 15 | Additional Remarks: (Applicant may mention here any special qualification acquired or experience gained in organization, administration, teaching, sports, NCC etc. not given above.) (Separate sheet to be enclosed if necessary). |  |
| 16 | Details of Demand Draft towards Registration Fee: A crossed DD for Rs.1000/-(in case of SC/ST candidates the fees is Rs.500/-) drawn in favour of Registrar, JNTUK, Kakinada must be enclosed. The application not accompanied by the Crossed DD will not be considered. |
|  | Name of the issuing bank (indicate place, town etc. where the bank is located) |  | DD No. & Date |  | Amount |  |
| 17 | REFERENCES (The referees should be persons residing in India holding responsible position and not related to the candidate) |
| S.No. | Name | Occupation or Position | Address |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 18 | Details of Enclosures: |
| a. |
| b. |
| c. |
| d. |
| e. |
| f. |
| g. |
| h. |
| i. |

DECLARATION TO BE SIGNED BY THE APPLICANT

I hereby declare that the statements made in this application are true to the best of my knowledge.

Date:

Place: SIGNATURE OF THE APPLICANT

UNDERTAKING

I hereby give an undertaking that if selected I will work in any of the Constituent Units or Constituent Colleges of Jawaharlal Nehru Technological University Kakinada including University College of Engineering, Vizianagaram/Narasaraopeta, by posting or by transfer while in service.

Date: SIGNATURE OF THE APPLICANT

FOR GOVERNMENT / UNIVERSITY SERVANTS ONLY

Endt.No. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Forwarded to the Registrar, Jawaharlal Nehru Technological University , Kakinada, Administrative Block, Kakinada , Andhra Pradesh.

The applicant is permanent employee/ Approved Probationer/ Probationer/ Temporary Employee in this Department College. His/Her character as far as is known to me is good and his/her work suggested that he/she would be suitable for appointment. He/She will be relieved from the present post if he/she is selected for the post to which he/she applied.

I certify that all the entries made in the application are correct according to his/her Service Book or records maintained in this Office.

I recommend that his application may be considered.

Full Signature

Designation

Office Seal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTRUCTIONS TO CANDIDATES FOR RECRUITMENT TO VARIOUS VACANT TEACHING POSTS

1. Applications received late, or incomplete application forms will not be considered.
2. If a candidate had been in employment, he/she should either give his/her present or most recent address of the employer or immediate supervisor as reference, or submit a testimonial from him/her.
3. Canvassing in any form will disqualify the candidate.
4. A candidate must be in sound in body and health. He/She must be prepared to undergo such medical examination and satisfy such medical authority the University may prescribe.
5. Every successful candidate will be informed the result of his/her application in due course after approval by the competent authority and any interim enquiries about the result will therefore not be answered.
6. i. Candidates should satisfy themselves that they are eligible to apply before filling up the application form.

 The conditions prescribed cannot be relaxed.

ii.Candidates who are already in service (whether permanent or temporary) should submit
their applications through the competent authority of their organization.

iii. The application form should be filled up in the candidate's own hand writing and the
signature at the end must be in full.

1. Candidate who is found to have knowingly furnished any particulars which are false or to have suppressed material information, will be disqualified and if appointed, will be liable for dismissal without notice.

Note: Candidates are warned that if the application form is incomplete or wrongly filled or is not accompanied by any of the documents wherever necessary, or a reasonable explanation of its absence, it will be summarily rejected and that no appeal against or correspondence regarding its rejection will be entertained.

1. Documents to accompany the application form:
2. ACADEMIC QUALIFICATIONS: True copies of Degrees / Diploma and other certificates of
academic nature attested by Gazetted Officers (other than the applicant) should be attached to
the application form. All certificates in original must be produced only at the time of interview
and shall not be attached to the application form. If any of the originals are not produced at the
time of the interview the candidates are liable to be disqualified.
3. EVIDENCE OF AGE: The proof of age acceptable. By the University is the age or date of birth entered in the Matriculation Certificate or in the Secondary School Leaving Certificate or the Higher Secondary Certificate or a Certificate recognized by an Indian University as equivalent to Matriculation, or an extract from a Register of Matriculates maintained by the University. The extract must be attested by the proper authority of the University. The Candidates shall satisfy the qualification and age as on the last date of receipt of filled in application form by the University.
4. CHARACTER CERTIFICATE: Candidate must submit a CERTIFICATE IN ORIGINAL together with an attested copy thereof, from some person in authority (e.g. Principal, Head of the Institution etc.) at an educational institution which the candidate is attending or has attended for atleast one year during the three years immediately preceding the date of his application. The signatory of the certificate should give his designation in full.

NOTE: a) Candidates who have not attended any educational institution for at least one Academic year

within three years before the submission of their application may submit a certificate of their

character and respectability in ORIGINAL WITH an attested Copy THERE OF FROM A GAZETTED OFFICER IN SERVICE.

b) Only one certificate of character is required

1. The Original certificates if sent with the application will not be returned until the interviews are completed.
2. If any certificate is not submitted with the application, a reasonable explanation of its absence must be given in the application. However, it does not give a right for consideration of application.
3. The filled in application form received after the last date will be summarily rejected.
4. If the applicant is employed, and if he/she feels that his/her application will not reach the University in time, if forwarded through proper channel, he/she may fill in an advance copy of his/her application in the prescribed form and submit it to the University and get his/her original application forwarded through the proper channel.
5. Candidates must make arrangements to see that communication addressed to them, on the address stated in the applications are redirected, if necessary to their changed address.
6. As a general rule selected candidates will have to produce a Medical certificate from a medical officer not below the rank of Civil Surgeon that he is sound in body and health.
7. In the case of Govt. employees the Head of the Department should certify that the Government has agreed to relieve the candidate, if recruited.
8. Candidates in private and semi-government services must attach a letter to indicate that they have applied with the knowledge of their employers, and that they will be relieved by the organization, if selected.
9. The date of interview will be intimated in due course of time. The office will not be responsible for the late or non-delivery of the intimation posted to the candidate.
10. The selected candidates will be required to join duty within a month from the date of issue of orders, unless otherwise instructed in the order of appointment, failing which the appointment of the candidates will be treated as cancelled.
11. Candidates belonging to Scheduled Castes/Scheduled Tribes/Backward Class / Differently Abled should enclose attested copy of Community Certificate /Medical Certificate as the case may be along with the application form.
12. The University will acknowledge the receipt of application provided a self-addressed post card duly affixed with postal stamps are attached to the application. No application will otherwise be acknowledged.
13. Reservation to BC-E group will be subject to the adjudications of the litigation before the Honorable Courts including final orders in Civil Appeal No. (a) 2628-2637 of 2010 in SLP. No.7388-97 of 2010, dated 25/03/2010 and orders from the Government.
14. The candidates selected should work in any of the constituent Colleges / Units of the University including University College of Engineering Vizianagaram District/ University College of Engineering Narasaropeta, Guntur, District.
15. The application form is to be filled by the applicant and make 5 photo copies are to be enclosed along with the original application form.
16. Please give full particulars on a separate sheet in the following format for Column No.8 in the Application Form.

For Journals:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No.** | **Name of the Journal**  | **Title of Paper** | **Month & Year of Publication,** | **National or International** |

For Conferences:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Name of the Conference | Place | Title | Month & Year | National or International |

 Sd/-

 **REGISTRAR**