



MADHABDEV UNIVERSITY

(A state University established under the Assam Act No. XXXV of 2017)

Narayanpur, Lakhimpur, Assam Pin-784164

Paste your
Coloured
Passport Size
Photograph

Application for the Post of Finance Officer

Advertisement No. & Date:

Post applied for:

Details of application fee paid:

Name of the Bank:

Branch Name:

Demand Draft No.:

Amount Paid:

1. General Information of Applicant

i.	Name of the Candidate	
ii.	Father's Name (Mother's name in the case father is not known)	
iii.	Date of Birth (dd/mm/yyyy)	
iv.	Age as on the last date of submission of application (yy/mm/dd)	
v.	Nationality	
vi.	Sex (male/female/transgender)	
vii.	Religion	
viii.	Marital Status (married/unmarried)	
ix.	Category (Gen/OBC/SC/ST/PwD)	
x.	Address for Correspondence	
xi.	Permanent Address	
xii.	Contact Number	
xiii.	Email id	
xiv.	Post held, if any, at the time sending the application	(a) Designation: (b) Date of joining: (c) Permanent/Temporary: (d) Name and address of the employer: (e) Basic pay: Rs. (f) Total emoluments: Rs.s

2. Employment Details (in chronological order from latest to oldest)

Sl. No.	Post held	Pay Scale	Institution	Nature of duties	Duration		Experience (in years and months)
					Date of joining	Date of leaving	

3. Educational Qualifications (in chronological order from HSLC onwards):

Name of the Examination	Year of Passing	Board/ University	Subject(s)	Division/ Class/Grade	Percentage of Marks/CGPA

4. Any other academic/professional qualification/training:

5. Details of experience:

6. Participation and contribution in relevant areas in higher education:

7. Details of proficiency in computer:

8. Achievements/awards/contribution:

9. Languages Known:

10. Knowledge of Assamese:

Speaking	Reading	Writing

11. Organization of co-curricular activities:

Type of activities	Title	Duration	Organized at	Funded by	Total Amount Investment
Short term courses					
Seminar					
Conferences					
Academic groups					
Workshop					

12. Membership of professional bodies:

13. Any other information which the applicant may like to furnish:

--

14. Referees: Name addresses, contact numbers and Email IDs of two referees:

(Referees should not be related to the candidate)

1	2
Name:	Name:
Address:	Address:
PIN code:	PIN code:
Phone:	Phone:
Email:	Email:

DECLARATION

I, _____ hereby declare that information furnished above is 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 incorrect data, my candidature may be cancelled and appointment, if made, may be terminated without notice and compensation.

Date: _____ (Signature of the applicant with date)

Place:

LIST OF ENCLOSURES

- 1. Application fee payment related papers*
- 2. NOC from the employer (in Annexure-1) if applicable*
- 3. One self-attested copy of all testimonials to support caste/category/age/academic qualifications etc.*
- 4. One copy of all testimonials to support working experience*

(In official letter head)

NO OBJECTION CERTIFICATE

This is to certify that(Name of the University/ Institute) has no objection, if Prof./Dr....., Designation....., Department/Centreof this University/ Institute applies for the position of(name of the post applied for) in Madhabdev University.

Date:

Place:

Signature:

(Head of the University/ Institute)

Name:

Designation:

Seal: