



**OFFICE OF THE REGISTRAR**  
**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR**  
AN INSTITUTE OF NATIONAL IMPORTANCE  
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No. RMS/448/23

Date: 16<sup>th</sup> October, 2023

**Notice**

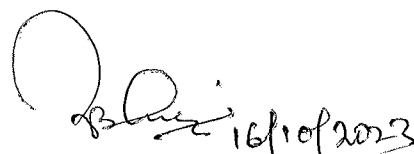
Applications are invited from the eligible and interested existing Professors of IEST Shibpur for the HAG scale as per the attached format downloadable from the Institute website. The relevant notifications issued from MoE, from time to time will be applicable. The credit points shall be calculated on the basis of the data up to 30<sup>th</sup> June, 2023. The duly filled forms (signed hard copy) are to be submitted to the Office of the Dean (Faculty Welfare) through the Record Section within 21 days of the date of notification. The scanned pdf version of the same filled form also to be submitted to the Dean (Faculty Welfare) via email: [dean.fw@iests.ac.in](mailto:dean.fw@iests.ac.in), within same duration.

This has been issued with the approval of the Competent Authority.

Sd/-  
(Dr. H.P.Sharma)  
Registrar (Acting)

Copy forwarded for information and necessary action:

1. Office of the Director
2. All Deans/Heads of the Departments/Schools/Centres
3. All Officers
4. Institute Website
5. File copy

  
(Dr. H.P.Sharma)  
Registrar (Acting)



INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR  
HOWRAH, WEST BENGAL - 711103

FOR OFFICE USE  
ONLY ↓

Application Serial No.

Application ID

(Application form for **HAG** position)

Advertisement No..... Dated .....

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photograph to  
be pasted here

Post applied for :		Pay Level		NEFT/RTGS Code	
Department :		Amount : Rs.		dd-mm-yyyy	
Specialization :		Name of Issuing Bank :			
1	Name in Full (BLOCK Letter) :	FIRST NAME ▶			
		MIDDLE NAME ▶			
		LAST NAME ▶			
2	Father's /Husband's Name :				
3	Mother's Name :				
4	Date of Birth :	DD / MM / YYYY	Age (as on the date of Advertisement) :		
5	Marital Status : (please ✓)	Single <input type="checkbox"/>	Married <input type="checkbox"/>	Gender :	M <input type="checkbox"/> F <input type="checkbox"/>
6	Permanent Address (in BLOCK Letter) :		Address for Communication (in BLOCK Letter) :		
P.O.			P.O.		
Dist.			Dist.		
State	PIN		State		
Country			Country		
Residence Phone No.	SFD Code		Mobile no.	ISD Code	
Email Id			Office Telephone		
7	Nationality :		Religion :		
8	Category (under which you are seeking reservation / relaxation) : (Please ✓)		A SC <input type="radio"/> ST <input type="radio"/> OBC (NCL) <input type="radio"/>		
		B PWD		YES	NO
9	Details of Education Qualification (from 10 <sup>th</sup> Standard onwards)				
Examination Passed	Subject / Specialization/Title of Thesis	Board / Univ.	Year of Passing	% of Marks / CGPA	
PhD Degree	Faculty	Title of Thesis	Obtained from	Date of Award	DD-MM-YYYY
Signature of the Applicant					

10	Experience of employment(s) in detail								
(a)	TEACHING :		TOTAL :					POST PhD :	
Sl. No.	Name & Address of the employer	Designation	Pay Level/Pay Band with AGP / consolidated Pay	From	To	Duration	Type of Organization		
(b)	INDUSTRY :		TOTAL :						
Sl. No.	Name & Address of the employer	Designation	Pay Level/Pay Band with AGP / consolidated Pay	From	To	Duration	Type of Organization		
(c)	RESEARCH :		TOTAL :						
Sl. No.	Name & Address of the Institute	Designation	Pay Level/Pay Band with AGP / consolidated Pay/Fellowship amount	From	To	Duration	Type of Organization		
11	Other Information (Experiments/computational Projects added to teaching Laboratories/ Courses offered through application of ICT/E-learning packages prepared) :								

Signature of the Applicant

12	<b>RESEARCH ACTIVITIES</b> (Specify total number and attach list of publication in the each category as per format given)				
(a)	<b>Paper(s) Publication in SCI/Scopus indexed Journal(s):</b> [attach photocopy of 1 <sup>st</sup> page]				
Sl. No.	Title of Paper(s)	Name of the Author(s) as listed serially in the published papers (indicate the Main Supervisor with '**' sign)	Name of the Journal	Page(s)	DOI link

(b)	<b>Paper(s) Publication in SCI/Scopus/Web of Science indexed Conference (please mention)/internationally renowned conference</b> [attach photocopy of 1 <sup>st</sup> page]				
Sl. No.	Title of Paper(s)	Name of the Author(s) as listed serially in the published conference papers (indicate the Main Supervisor with '**' sign)	Name of the Conference	Page(s)	Volume & Year

Signature of the Applicant

(c)	<b>Number of UG and PG Student(s) Guided</b>			
<b>UG Student(s)</b>		<b>PG Student(s)</b>		

(d)	Details of PhD students (Guided and Submitted)			
Sl. No.	Name of Student(s)	Title of the Dissertation(s)	Name of Supervisor(s). In case of more than one supervisor, indicate the Guide (1st Supervisor) with '*' sign	Status [Awarded (with date) / Submitted (with date)]

13	Books / Monographs / Book Chapter(s) written			
Sl. No.	Name of Book/Monograph/Book Chapter(s)	Name of Author(s), if any	Year of Publication	Publisher with address

14	Seminar(s) / Short Term Course(s) / Summer School(s) / Winter School(s) / Workshop organized				
Sl. No.	From	To	Name of the Course(s)	Sponsored by / Self Financed	Number of Participants

Signature of the Applicant

15	Seminar(s) / Short Term Course(s) / Summer School(s) / Winter School(s) attended, if any				
Sl. No.	From	To	Institute / Industry	Sponsored by	Name of the Course(s)

16	Research Project(s) / Sponsored Project(s) / Patent(s)					
Sl. No.	Sponsoring Agency	Title of the Project(s)/ Patent(s)	Period	Amount	Status	Indicate role as PI / Co-PI (if Co-PI, mention number of Co-PI involved)

17	<b>Consultancy Activities</b>					
<i>Sl. No.</i>	<i>Sponsoring Agency</i>	<i>Title of the Project(s)/ Patent(s)</i>	<i>Period</i>	<i>Amount</i>	<i>Status</i>	<i>Indicate role as PI / Co-PI</i>

18	<b>Membership of Professional Body/Bodies</b>			
<i>Sl. No.</i>	<i>Name of the Professional Body/Bodies</i>	<i>Grade of the Body/Bodies</i>	<i>Membership Number</i>	<i>Valid upto</i>

19	<b>Administrative / Institute Support Work</b>			
<i>Sl. No.</i>	<i>Post held [Dean, HoD, Chief Warden, Chairman or Convenor of an Institute Committee or Faculty in Charge etc.]</i>	<i>From</i>	<i>To</i>	<i>Responsibilitie(s)</i>

20	<b>Any Other Relevant Information [Separate Sheet(s) may be added, if require ]</b>	
Total Number of Sheet(s) added		Marking of the Sheet(s) with Serial be mentioned

Signature of the Applicant

**Calculation of Credit Points by the applicant (No points to be credited without varifiable documents)**

<u>Sl. No.</u>	<u>Activity</u>	<u>Credit Points</u>	<u>Credit Points claimed</u>
1	One external Sponsored R&D Projects completed or ongoing /Patent granted	8 / project or 8 / patent as inventor (In case of more than one person in a Project, the Principal Investigator gets 5 credit points and the rest to be divided equally among other members)	
2	Consultancy projects	2 Credit points @ Rs.5 lakhs of consultancy, subject to maximum of 10 Credit points	
3	Ph.D. completed (including thesis submitted cases)	8 per Ph.D. student. (In case there are more than one supervisor, then the Guide (1st Supervisor) gets 5 credit points per student and the rest to be divided equally among other supervisor(s))	
4	One Journal papers in SCI / Scopus (Paid Journals not allowed)	4 per paper since the last promotion. First author/Main supervisor will get 2 and rest will be divided among others	
5	One Conference paper indexed in SCI / Scopus / Web of science Conference / any internationally renowned conference	1 credit points/ paper up to a maximum of 10 credit points. First author / Main Supervisor will get 0.6 and rest will be divided among the rest.	
6	HOD, Dean, Chief Warden , Professor Incharge (Training & placement), Advisor (Estate), CVO, PI (Exam), TEQIP (Coordinator)	2 points per semester up to a max of 16 credits points since the last promotion.	
7	Warden, Assistant wardens, Associate Dean, Chairman / Convener institute academic committees, Faculty In charge Computer Center / IT Services / library / Admission / student activities and other institutional activities,	1 Credit / Semesters up to a maximum of 8 credits points since the last promotion	
8	Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in Departmental activities	0.5 Credit / Semesters up to a max. of 3 credits points since the last promotion.	
9	identified by HOD like lab in charges, or department level committee for a min. period of one year.	0.5 Credit / Semesters up to a max of 3 credits points since the last promotion.	
10	Workshop / FDP / short termcourses of min 05 working days duration offered as coordinator or convener	2 per course up to a maximum of 8 credits since the last promotion.	
11	For conducting national programs like GIAN etc. as course coordinator Program of 2 week duration Program of 1 week duration	2 credit points per course up to a max of 4 credit points since the last promotion. 1 credit points per course up to a max of 2 credit points since the last promotion.	
12	National / International conference organized as Chairman / Secretary	3 per program up a max of 6 credits points since the last promotion	

13	Length of service over and above the relevant minimum teaching experience required for a given cadre	2 credit points per year with maximum of 10 credit points since the last promotion.
14	Establishment of New Lab(s)	4 credit points since the last promotion.
15	Theory Teaching of over and above 6 credit hrs. Course	1 credits/credit hrs. up to a max of 6 credit points since the last promotion.
16	PG Dissertation guided	0.5 credit points per project to a maximum of 10 points since the last promotion.
17	UG Projects	0.25 credit points per project up to a maximum of 4 points since the last promotion.
18	Text/Reference Books published on relevant subjects from reputed international publishers	6 credit points per book up to a max. of 18 points since the last promotion
19	Text/ Reference book published on relevant subjects from reputed national publishers or book chapters in the books published by reputed international publishers	2 credit points / unit up to a max. of 6 points since the last promotion
20	Significant outreach Institute out Activities	1 credit points / activity up to a max of 4 credit points since the last promotion.
21	Fellow IEEE, FNA, FNAE, FNASc	10 credit points
22	Placement percentage (only for the placement cell officers/ Faculty incharge of Placement)	
	above 85%	4 credit points per year upto a maximum of 20 points since the last promotion.
	75% - 84%	2 credit points per year upto a maximum of 10 points since the last promotion.
	(% to be based on total no of students passing out and single job offer)	

Signature of Applicant



21	<b>Name and Address of Two References</b>					
<i>1<sup>st</sup> Referee</i>			<i>2<sup>nd</sup> Referee</i>			
Name :			Name :			
Position :			Position :			
Address :			Address :			
e-mail Id :			e-mail Id :			
Contact No. :			Contact No. :			

22	<b>Did you previously apply for any post in this Institute ? If yes, please give particulars:</b>					
Advt. No.		Post			Department	
Year		Did you called for Interview ? (please ✓)	YES	NO	Appeared in the Interview ?	NA

### Declaration

"I hereby declare that the statements made by me in / above form are true, complete and correct to the best of my knowlegde and belief."

Place: .....

\_\_\_\_\_  
Signature of the Applicant

Date: .....

\* \* \* \* \*

NO OBJECTION  
CERTIFICATE TO BE FURNISHED BY THE APPLICANT WHO IS ALREADY IN PERMANENT EMPLOYMENT IN ANY GOVT. /QUASI-GOVT. /STATUAROTY BODIES

Certified that Dr./Mr./Ms. .... son/daughter of  
Dr./Mr./Ms. .... is a permanent/temporary/adhoc  
employee of the Department/School/Center/Institution/Organization since...../...../..... The  
Department/School/Center/Institution/Organization has no objection, if he/she is appointed in Indian Institute of Engineering Science  
& Technolgy, Shibpur (IIESTS) against the post(s) advertised by the IIEST, Shibpur vide advertisement no.....

Place .....

Date .....

\_\_\_\_\_  
Signature & Seal of the Forwarding Authority



**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR**  
**HOWRAH, WEST BENGAL - 711103**

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Application Serial No.

Application ID

**BIODATA SHEET**  
 (To be filled by the applicant)

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photograph to be  
pasted here

1	Name					
2	Address					
	Contact No.			Email Id		
3	Date of Birth	DD / MM / YYYY	Category (Pl. ✓)	A	SC	ST
			B	PWD	YES	NO
4	Educational Qualifications :					
	Examination Passed	Subject / Specialization/Title of thesis	Board / Univ.	Year of Passing	% of Marks / CGPA	
	Secondary / 10 <sup>th</sup> Standard					
	H.S. / 10+2 standard					
	Graduation					
	Master Degree					
	Others, if any					
	PhD Degree	Faculty	Title of the Thesis	Obtain from	Date of Regn.	DD / MM / YY
					DD / MM / YYYY	
5	Post Doctoral Specialization, if any :					
6	Present Position with Salary Details	Position	Pay Band	Consolidated Pay	Academic Grade Pay	
7	Total Experience :	Year(s)	Post PhD			
	Teaching Experience :	Year(s)	Post PhD			
	Research Experience :	Year(s)	Post PhD			
	Industrial Experience :	Year(s)	Post PhD			
8	Publication Details (give numbers):					
	Journal Papers :	SCI / Scopus				
	Conference Publications :	INTERNATIONAL ▶				
9	Number of Thesis Guided :	UG ▶	PG ▶			
	Number of PhD Thesis :	guided to completion	Ongoing ▶			
10	Number of Book(s) and or Chapter(s) Authored / Co-authored :					
11	Project / Patent(s) :	Name	Year	Organization		
12	Consultancy :	Name	Year	Amount		
13	Award(s)/Distinction(s), if any :	Name of Award	Year			
		Name of Award	Year			
14	Any other relevant Information :					
Place : .....						
Date : ..... Signature of the Applicant						



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(Application form for **HAG** position)

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be pasted here

Post applied for :		Pay Level		NEFT/RTGS Code	
Department :		Amount :	Rs.		dd-mm-yyyy
Specialization :		Name of Issuing Bank :			
1	Name in Full (BLOCK Letter) :	FIRST NAME ▶			
		MIDDLE NAME ▶			
		LAST NAME ▶			
2	Father's /Husband's Name :				
3	Mother's Name :				
4	Date of Birth :	DD / MM / YYYY	Age (as on the date of Advertisement) :		
5	Marital Status : (please ✓)	Single <input type="checkbox"/>	Married <input type="checkbox"/>	Gender :	M <input type="checkbox"/> F <input type="checkbox"/>
6	Permanent Address (in BLOCK Letter) :	Address for Communication (in BLOCK Letter) :			
	P.O.		P.O.		
	Dist.		Dist.		
	State		State		
	PIN				
	Country		Country		
	Residence Phone No.	SFD Code	Mobile no.	ISD Code	
	Email Id	Office Telephone			
7	Nationality :		Religion :		
8	Category (under which you are seeking reservation / relaxation) : (Please ✓)	A SC <input type="radio"/> ST <input type="radio"/> OBC (NCL) <input type="radio"/>			
		B PWD	YES	NO	
9	Details of Education Qualification (from 10 <sup>th</sup> Standard onwards)				
Examination Passed	Subject / Specialization/Title of Thesis	Board / Univ.	Year of Passing	% of Marks / CGPA	
PhD Degree	Faculty	Title of Thesis	Obtained from	Date of Award	DD-MM-YYYY
Signature of the Applicant					

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(a)	TEACHING :		TOTAL :		POST PhD :			
Sl. No.	Name & Address of the employer	Designation	Pay Level/Pay Band with AGP / consolidated Pay	From	To	Duration	Type of Organization	
(b)	INDUSTRY :		TOTAL :					
Sl. No.	Name & Address of the employer	Designation	Pay Level/Pay Band with AGP / consolidated Pay	From	To	Duration	Type of Organization	
(c)	RESEARCH :		TOTAL :					
Sl. No.	Name & Address of the Institute	Designation	Pay Level/Pay Band with AGP / consolidated Pay/Fellowship amount	From	To	Duration	Type of Organization	
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<b>UG Student(s)</b>		<b>PG Student(s)</b>		

(d)	Details of PhD students (Guided and Submitted)			
Sl. No.	Name of Student(s)	Title of the Dissertation(s)	Name of Supervisor(s). In case of more than one supervisor, indicate the Guide (1st Supervisor) with '*' sign	Status [Awarded (with date) / Submitted (with date)]

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Signature of the Applicant

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	(% to be based on total no of students passing out and single job offer)	

Signature of Applicant

21	Name and Address of Two References					
1 <sup>st</sup> Referee			2 <sup>nd</sup> Referee			
Name :			Name :			
Position :			Position :			
Address :			Address :			
e-mail Id :			e-mail Id :			
Contact No. :			Contact No. :			

22	Did you previously apply for any post in this Institute ? If yes, please give particulars:					
Advt. No.		Post			Department	
Year		Did you called for Interview ? (please ✓)	YES	NO	Appeared in the Interview ?	NA

### Declaration

"I hereby declare that the statements made by me in / above form are true, complete and correct to the best of my knowlegde and belief."

Place: .....

Signature of the Applicant

Date: .....

\* \* \* \* \*

NO OBJECTION

CERTIFICATE TO BE FURNISHED BY THE APPLICANT WHO IS ALREADY IN PERMANENT EMPLOYMENT IN ANY GOVT. /QUASI-GOVT. /STATUAROTY BODIES

Certified that Dr./Mr./Ms. .... son/daughter of  
 Dr./Mr./Ms. .... is a permanent/temporary/adhoc  
 employee of the Department/School/Center/Institution/Organization since...../...../..... The  
 Department/School/Center/Institution/Organization has no objection, if he/she is appointed in Indian Institute of Engineering Science  
 & Technolgy, Shibpur (IIESTS) against the post(s) advertised by the IIEST, Shibpur vide advertisement no.....

Place .....

Date .....

Signature & Seal of the Forwarding Authority



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 (To be filled by the applicant)

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	Examination Passed	Subject / Specialization/Title of thesis	Board / Univ.	Year of Passing	% of Marks / CGPA		
	Secondary / 10 <sup>th</sup> Standard						
	H.S. / 10+2 standard						
	Graduation						
	Master Degree						
	Others, if any						
	PhD Degree	Faculty	Title of the Thesis	Obtain from	Date of Regn.	DD / MM / YY	DD / MM / YYYY
5	Post Doctoral Specialization, if any :						
6	Present Position with Salary Details		Position	Pay Band / Consolidated Pay		Academic Grade Pay	
7	Total Experience :		Year(s)	Post PhD			
	Teaching Experience :		Year(s)	Post PhD			
	Research Experience :		Year(s)	Post PhD			
	Industrial Experience :		Year(s)	Post PhD			
8	Publication Details (give numbers):						
	Journal Papers :		SCI / Scopus				
	Conference Publications :		INTERNATIONAL ▶				
9	Number of Thesis Guided :		UG ▶	PG ▶			
	Number of PhD Thesis :		guided to completion	Ongoing ▶			
10	Number of Book(s) and or Chapter(s) Authored / Co-authored :						
11	Project / Patent(s) :	Name	Year	Organization			
12	Consultancy :	Name	Year	Amount			
13	Award(s)/Distinction(s), if any :	Name of Award				Year	
		Name of Award				Year	
14	Any other relevant Information :						
Place : .....							
Date : ..... Signature of the Applicant							