

**APPLICATION FORM
FOR
ADMINISTRATIVE
POSITIONS**



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

(Please Fill in BLOCK LETTERS)

Advertisement No.

Advt. No. RO/JL/25/10 Date: 02/07/2025

Affix recent
colored
photograph

Post Applied For
(please tick
appropriate box)

Junior Engineer (on a Purely Temporary basis)

Civil

Electrical

1. Name in Full (as per Govt. ID)

[illegible]

Married	
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Single	
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Male	
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Female	
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Other	
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(Please tick ✓)

2. Address:

- a) Present:

[illegible]

- b) Permanent:

[illegible]

- c) Contact details:

E-mail		
Mobile No.		Additional Contact No.

Mobile No.

Additional Contact No.

- ### 3. Date of Birth

D	D	M	M	Y	Y	Y	Y

- #### 4. Nationality

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- ## 5. Religion

6. Present Employment:

Designation	
Organization	
Date of Joining	
Pay Level	
Pay Band / basic Pay (Rs.)	
Total Emoluments (per month) (Rs.)	

7. (a) Tick-mark the appropriate box if you belong to reserved category (*)

SC		ST		OBC (NCL)		EWS	
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(b) Whether PWD

Yes		No	
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*(Please attach self-certified copy of the certificates)

8. Total years of experience after attaining essential qualification

9. Areas of Specialization (as per required criteria)

10. Employment :(Please attach self-certified copies of experience certificate)

Employer	Position Held	Date of Joining	Date of Leaving	Nature of the work carried out

11. Academic Records starting with Secondary Education onwards (Please attach self-certified copy of the certificates)

Examination	Subjects	College/University/ Institute	Year	Percentage / Grade	Class / Division

12. Have you ever been discharged/suspended from any position? If yes, state reasons:

13. Name and addresses of two Referees (at least one of them should be from your present organization who is familiar with your recent work)

	1	2
Name		
Occupation or position		
Address		
E- mail		
Mobile No.		

14. Statement of objectives (to be filled up in Candidate's own hand writing)

a) Please indicate as to why you wish to join Indian Institution of Engineering Science and Technology, Shibpur

b) How would you meet the job requirements as advertised

15. I hereby declare that I have carefully read and understood the instructions as attached to this uploaded Application Format, and that all entries in this form as well as attached sheets are true to the best of my knowledge and belief.

There are sheets attached to this form.

Date:

Place:

(Signature of Applicant)

Note: Use separate sheet if necessary for any of the above items.

List of enclosure:

- 1.
- 2.
- 3.
- 4.
- 5.