## Instruction to fill up the Online Application Form

Applicants are requested to go through the Information Brochure for Temporary/Visiting faculty recruitment 2020. A candidate can apply in more than one Department/Centre/School. Separate applications are to be submitted. Please keep the following documents ready before starting the online application:

- 1. Photograph (in .jpg format Max Size 200kb)
- 2. Signature (in .jpg format Max Size 200kb)
- 3. Caste Certificate (if applicable) (in .pdf format Max Size 300kb)
- 4. Annexure 1 & Annexure 2 (in .pdf format Max Size 1000kb)

## **STEP-I : Online Registration**

Register yourself on the online portal. Remember your ID and password for future use.

## STEP-II: Fill up the ONLINE application form

Provide appropriate data. Please note that you have to upload your documents wherever it is required to validate your information along with your digital photograph and signature.

## STEP-III: Upload Annexure I & II.

Download Annexure 1 & Annexure 2 (in Excel format) from the IIESTwebsite. After filling up all relevant information save the documents in PDF format before uploading on the portal. No hardcopy is required to submit for the interview process. Your application will be considered on the basis of your final online submission. You should remember your login ID and password for any further communication. The candidates shortlisted for an online interview will be informed through a notification in the institute webpage. If you have any query, you can send an email to <a href="mailto:chemistrypkn@gmail.com">chemistrypkn@gmail.com</a>.

For online portal click the link: http://online.iiests.ac.in:1977/Recruitment/

Sd/-(Prasanta K. Nandi) Dean (FW)