



## Application form for Non -Teaching Employees

**TILAK RAJ CHADHA INSTITUTE OF MANAGEMENT AND TECHNOLOGY**  
**MLN COLLEGE EDUCATIONAL COMPLEX, YAMUNA NAGAR - 135 001 (HARYANA)**  
**(AFFILIATED TO KURUKSHETRA UNIVERSITY, KURUKSHETRA AND APPROVED BY AICTE)**  
Phone: 01732-220103, 234110 Fax No. : 220103 Website: [www.timt.ac.in](http://www.timt.ac.in) E-mail. [info@timt.ac.in](mailto:info@timt.ac.in)

(To be filled by the applicant in his/her own handwriting clearly and completely)  
(Information from point 1 to 7 be filled in Block Letters)

1. Post Applied for .....
2. Name in full .....
  - (a) Date of Birth..... (b) Place of Birth.....
  - (c) Nationality..... Sex.....
  - (d) Blood Group ..... (e) Identification Marks .....
  - (f) PAN No..... Driving License No..... Passport No.....

PHOTOGRAPH

- Candidate please enclose I .D. Proof:** (Ration Card /Voter Card/Driving License/PAN card/Passport)
3. Present Postal Address (in block letters) .....  
.....  
..... Pin Code.....  
Phone..... Mobile No..... E-mail, if any.....
  4. Permanent Home Address (in block letters).....  
.....  
..... Pin Code.....  
Phone..... Mobile No..... E-mail, if any.....
  5. (a) Father's Name ..... Mother's Name.....  
(b) Name of Husband/wife (if married) .....  
(c) Details of Family.....
  6. Whether belongs to GEN/SC/ST/BC/OBC/PH.....
  7. a) Present designation & name of employer (if employed).....  
.....  
b) Grade and consolidated salary being drawn.....
  8. Have you ever been prosecuted, kept under detention, and fined, convicted by a Court of Law for any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any Court of law at the time of filling up of this application form? If the answer is 'Yes' full particulars of the case, detention, fine conviction, sentence etc. should be given.

**9. Educational Qualification (from Matriculation onwards):**

Sr. No.	Exam. Passed	University/ Board	Name of the Institute	Year of Passing	% age of Marks & Division	Regular/Correspondence/Part time
1.	Matric					
2.	Hr.Sec/ Pre-Univ.					
3.	B.A./B.Sc./ B.Com./ MA.					
4.	Any other Exam.					

\*Please attach photo copies of all certificates.

10. Detail of Experience:.....

Employer's Name & Address	Duration			Nature of Duties	Emoluments & Scale etc.	Reason For Leaving
	From	To	Total Period			
Last employment						

11. Any other achievement you would like to mention:

.....

12. Have you ever been connected with any political party? If so give details  
 Do you have any contract/ bond with your present employer? If yes, give details  
 Do you consume liquor? : Yes/No  
 Are you used to gambling? : Yes/No

Do you have any relative working in Seth Jai Parkash Mukand Lal Institutions of Knowledge and Service for any relation with any member of the Managing Committee (if yes, furnish details)  
 .....

Please state whether you are pursuing any course of studies at present? If yes, give details  
 .....

**Please note that:**

- (a) You will not be allowed to undertake any further studies during your employment without prior written permission of the competent authority.
- (b) You will not undertake any part-time job including coaching/tuition etc.  
 If selected, when can you join? : \_\_\_\_\_  
 Salary acceptable : \_\_\_\_\_

**Name & Addresses of two references, not relatives:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I declare that the information given above is true and correct to the best of my knowledge and belief & nothing has been concealed therein. I am aware that any false or incorrect information by me may result in termination of my service with the institute. I have no objection, if you enquire from any of my previous employers on any matter pertaining to me, if I join your institute.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**(APPLICANT'S SIGNATURE)**