**FORMAT OF APPLICATION FOR THE POST OF DIRECTOR,**

**KADI SARVA VISHWAVIDYALAYA, GANDHINAGAR**

|  |  |
| --- | --- |
| (Applicant is requested to type the information in the following format in ‘Times New Roman’ font with size ‘12’ and can add more lines in the format wherever required) | Latest passport size color photograph |

1. General information of Applicant:

|  |  |
| --- | --- |
| Name (in capital letters) |  |
| Date of Birth  (Day/Month/Year) |  |
| Age |  |
| Correspondence Address |  |
| Phone No. | Mobile No.  Landline No. |
| E-mail |  |

2. Present/Last (if retired) Position

|  |  |  |
| --- | --- | --- |
| a. | Designation |  |
| b. | Organization |  |
| c. | Pay Scale |  |
| d. | Date of Appointment in the present post |  |
| e. | Total experience  (in years and months) |  |
| f. | Senior Management Position (In years) |  |

3. Education Qualification (in chronological order from latest to Graduation level)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S. No. | Qualification | University | Year | Subject (s) / Topic(s) | % Achieved | Distinctions,  etc. |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

4. Details of Experience/Post(s) & responsibilities held:

The copy of each office order mentioning the date of appointment and date of joining on the post must be enclosed

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Post held | Pay Scale | Organization | Natures of Duties | Experience (in Years and Months) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Note: Please enclose proof duly self attested.

5. Administrative Experience/Post(s) & responsibilities held:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Post | Organization / University | Duration | | Experience (in years and months) |
| From (Date) | To (Date) |
|  | Vice-Chancellor |  |  |  |  |
|  | Any Scientific Departments |  |  |  |  |
|  | Registrar |  |  |  |  |
|  | Head of the Department |  |  |  |  |
|  | Dean of Faculty |  |  |  |  |
|  | Director Research |  |  |  |  |
|  | Director Extension |  |  |  |  |
|  | Other Directors |  |  |  |  |
|  | Any other |  |  |  |  |

6. (a) Academic/Teaching Experience & Responsibilities (in chronological order from latest to oldest)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Post | Organization / University | Duration | | Experience (in Years and months) |
| From (Date) | To (Date) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

(b) Participation and contribution in relevant areas in higher education

|  |  |  |
| --- | --- | --- |
| Particulars | Organization | Area of Specification |
| Visiting Professor |  |  |
| Resource Person |  |  |
| Other (specify) |  |  |

(c) Involvement with formulation of academic programmes:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Nomenclature of innovative Academic/Research/Extension | Date of approval by Academic Council | Year of Introduction |
|  |  |  |  |
|  |  |  |  |

(d) Important MoUs formulated for academic collaborations, patents etc:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | MoU/, patent formulated | Name of Agencies /Departments involved | Year of MoU/patent |
|  |  |  |  |
|  |  |  |  |

(e) Position of Chairs : **Important committee assignments**

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Name | Name of Agencies / Departments involved | Period of holding the Chair |
|  |  |  |  |
|  |  |  |  |

7. International academic Exposure, if any

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S. No. | Post / Assignment | Organization / University | Area of Assignment | Duration | | |
| From | To | In Years & Months |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

8. Scholarly achievements:

A. Contribution to journals and books:

|  |  |
| --- | --- |
| Particulars | Details |
| Book authored |  |
| Editor in Chief |  |
| Editorships |  |
| Peer reviewer for |  |
| Fellow/Member of the professional bodies/ societies |  |
| Other (specify) |  |

B. Publication

B.I. Kindly provide list of scholarly publications recognized and/or academic journals : (in NAAS rated journals and any other only)

Total Publications : .................................

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Date | Title | Name of Journal | Referred journal or not | Number of Citations (where possible) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

B.II. List of articles in Popular magazines or newspapers

Total Articles: .........................................

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Date | Title | Name of Magazine / Newspaper |
|  |  |  |  |
|  |  |  |  |

C. Participation and scholarly presentations in conferences:

C.I. National

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Date | Title of Conference / Institution | Title/Subject of presentation  (if made) |
|  |  |  |  |
|  |  |  |  |

C.II. International

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Date | Title of Conference / Institution | Title/Subject of presentation  (if made) |
|  |  |  |  |
|  |  |  |  |

D. Participation and contribution in National/International fora in the area of your academic and professional expertise

|  |  |  |
| --- | --- | --- |
|  | | Number (s) |
| Plenary Lectures / Invited Talks | International |  |
| National |  |
| Congresses attended | International |  |
| National |  |
| Examiner ship etc. | International |  |
| National |  |
| Others (Specify) | International |  |
| National |  |

9. Research Projects:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Client/ Organization’s name | Nature of Project | Duration of Project | Amount of Grant (Rupees) |
|  |  |  |  |  |
|  |  |  |  |  |

10. Consulting experience

List key consulting assignments undertaken:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Client / Organization’s name | Name of assignments | Duration of assignment |
|  |  |  |  |
|  |  |  |  |

11. Honours/Awards & Fellowships for Outstanding Work:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Name of Award/ Fellowship etc. | Elected/Honorary Fellow | Awarded by | Year of Award |
|  |  |  |  |  |
|  |  |  |  |  |

12. No. of Research Scholars successfully guided:

|  |  |
| --- | --- |
| Name of programme | Awarded (No.) (Under-progress not to be included) |
|  |  |
|  |  |

13. Strengths (in 250 words) pertaining to the Position advertised

|  |
| --- |
|  |

14. You Vision for the University (upto 500 words)

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|  |

15. Additional Information if any, not covered above (to be submitted on a separate sheet)

16. Attachments

1. All necessary proof as annexures.
2. List of publications
3. Proof of age (matriculation certificate)
4. Experience certificate from Employer mentioning the actual dates of joining as a Professor,
5. Copy of each order mentioning date of Appointment on the post must be enclosed (especially the Appointment order as Professor)
6. Experience certificate as Professor clearly mentioning the date of appointment and joining from the registrar must be enclosed with the application,
7. Any other relevant document

**DECLARATION**

I, hereby, declare that all the statements/particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature is liable to be summarily rejected at any stage and if I am already appointed, my services are liable to be terminated without any notice from the post of Director as per Act etc. and other applicable rules.

**(Signature of the applicant)**

**Place:**

**Date:**