



**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES
(UNIVERSITY OF DELHI)**
PSP Area-IV, Dr. K.N. Katju Marg, Sector-16, Rohini, Delhi-110089
Website: www.sscbs.du.ac.in Email: cbs@sscbsdu.ac.in

Application form for Non- Teaching Posts

Please affix your recent
passport size photograph
here

Post applied for

Date.....

1. Name (in block letters)

2. Parent's / Spouse's Name.....

3. Date of birth: Age (as on date): Years..... Months

4. Nationality: Male / Female:

5. (a) Post held, if any, at the time of interview,
date of appointment

(whether permanent, on probation or temporary)

(b) Name of the Employing Authority:

6. Category to which you belong: (Tick) General / OBC* / SC / ST

Are you physically handicapped?

If yes, explain the nature and extent of disability:

*OBC Category candidates must mention the Page No. & Sl.No. of their cast as mentioned in the Central List

7. Correspondence Address

.....

Pin Code No.
 Phone / Mobile
 E-mail ID.....

Permanent Address:

.....

Pin Code No.
 Phone / Mobile
 E-mail ID.....

8. Present Basic Pay with Grade Pay

.....

9. Educational Qualifications:

<i>Sl. No.</i>	<i>Examination Passed</i>	<i>Name of the University/Board</i>	<i>School/College Attended</i>	<i>Division with percentage of Marks Obtained</i>	<i>Year of Passing</i>	<i>Subjects offered</i>

10. Work Experience :

<i>Sl. No.</i>	<i>Name of the Organization</i>	<i>Designation</i>	<i>Duration</i>	<i>Salary Drawn (Pay Band with Grade Pay)</i>

11. Do you know typewriting/ shorthand? If so, state speed:

English Hindi
 Shorthand.....w.p.m.....w.p.m.
 Typewriting.....w.p.m.....w.p.m.

12. Indicate the time you will require to join, if selected:

13. Have you applied for any other post in the College? If so, state the name of the post and date when applied:

14. Name and address of two references

<i>Sl. No.</i>	<i>Name & Designation</i>	<i>Address</i>	<i>Tel. No</i>	<i>E-Mail</i>

15. Any other information:

Dated:

.....
Signature of the Applicant

Declaration:

I declare that all the statements made in the Application Form are true to the best of my knowledge and belief.

Dated:

.....
Signature of the Applicant

Please Note

- (i) Enclose the following with the application:
 - (a). Self-attested photocopy of proof of date of birth certificate (Class X Certificate).
 - (b). Self-attested photocopies of all qualification certificates.
 - (c). Self-attested photocopy of caste certificate, if applicable
 - (d). Self-attested photocopy of physically handicapped certificate, if applicable
- (ii) The original certificates along with Self-attested photocopies of each of the above must be produced at the time of interview and on joining, if selected.
- (iii) Incomplete application form will be rejected.
- (iv) No T.A/D.A. will be paid for attending the prescribed interview.