



Indian Institute of Petroleum & Energy

2nd Floor, AU Engineering College Main Block, Andhra University,
Visakhapatnam-530003, Andhra Pradesh, INDIA

| | | |
|--------------------------------------|----------------------------|--|
| Advertisement No. | IIPE/NTS/01/2021-22 | Affix here recent passport size photograph |
| Post Applied for | Registrar | |
| Present position | | |
| Previous application details, if any | | |

1. Candidate's Full Name:
(in Block Letters)

2. Mother's Name :

3. Father's Name :

4. Addresses:

Corresponding Address (with Pin code):

Phone:

Email:

Permanent Address (with Pin code):

Phone:

Email:

| | | | |
|-----|--|---|---------------------------------------|
| 5. | Date of Birth (As per Birth/ SSC Certificate) | : | |
| 6. | Age as on 30/06/2021 | : | _____ Years, _____ Months, _____ Days |
| 7. | Place of Birth | : | |
| 8. | Nationality | : | |
| 9. | Gender | : | |
| 10. | Marital Status | : | |
| 11. | In case of married woman, Name of the Husband | | |

| | | | | | | | | | | | | |
|--|---|--|----|--|----|--|-----|--|-----|--|----|--|
| 12. | Tick the appropriate box which you belong to the category | | | | | | | | | | | |
| | SC | | ST | | PH | | OBC | | EWS | | UR | |
| Please attach a suitable certificate in support of the claim from an appropriate government authority. | | | | | | | | | | | | |

13. Languages Known

(i) Speak : _____

(ii) Read : _____

(iii) Write : _____

14. Academic Record starting with secondary education (Please attach self attested copies of the Certificates)

| Examination | Branch/ Specialization | College/ Univ./ Institute | Year of passing | % / Grade | Class/ Division |
|-------------|---------------------------|---------------------------------|--------------------|--------------|--------------------|
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15. Specialization in Post Graduation : _____

16. Present Employment: (Please attach relevant documents)

| | |
|--|--|
| Organization | |
| Designation | |
| Nature of Job | |
| Date of joining | |
| Scale of Pay (Rs). | |
| Basic Pay (Rs.) | |
| Total Emoluments (Per month)(Rs.) | |

17. Past Experience in chronological order (Please attach self attested copies of documents in support of your past experience)

| Employer | Position held | Date of joining | Date of leaving | Pay level/ Pay Scale/ Grade Pay | Gross emoluments per month | Duties performed |
|-----------------|----------------------|------------------------|------------------------|--|-----------------------------------|-------------------------|
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18. Total years of the experience after attaining essential qualification

19. Time required to join the post in the event of selection

20. Have you ever been discharged/ suspended during your earlier employment? If yes, state reasons:

21. List of publications/ paper presentations, if any;

| S.No. | Author(s) | Year of Publication | Title of Paper | Complete Reference of Journal |
|-------|-----------|---------------------|----------------|-------------------------------|
| | | | | |
| | | | | |
| | | | | |

22. Special Awards/ Honours/ Recognitions received, if any;

| Year | Name of Award/Honour/ Recognition | Name of Organization |
|------|-----------------------------------|----------------------|
| | | |
| | | |
| | | |

23. Seminars/ Workshops/ Conferences attended/ organized, if any;

| S. No. | Name of the Workshop/ Seminar/ Conference | Period | | Topic | Organization |
|--------|---|--------|----|-------|--------------|
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

24. Any Other Relevant Information: Applicants may mention here any special qualifications or experience, including that of Computer knowledge, which have not been included under the heads given above, attach additional sheets if required)

25. Membership in Societies with their name (If any) : _____

26. Description of Work Experience (max 800 words)

(Give chronological detailed description of the work performed by you in relation to the previous experience and domain knowledge)

27. Contact Information of two Referees (All of them must be familiar with your recent work)

| | Referee 1 | Referee 2 |
|---------------|-----------|-----------|
| Name : | | |
| Designation : | | |
| Address : | | |
| Phone No : | | |
| Email : | | |

28. Have you ever been arrested/ prosecuted/ put under detention or bound down/ fined or convicted by any court of law for any offense if so give details : _____

29. State whether you have been at any time (a) dismissed, removed or debarred from Service or (b) convicted by a Criminal Court : _____

30. Any other relevant Information (Attach sheet if necessary) : _____

31. List of Enclosures (Academic, Experience and Professional Qualifications)

| | |
|----|--|
| a) | |
| b) | |
| c) | |
| d) | |
| e) | |
| f) | |
| g) | |
| h) | |
| i) | |
| j) | |
| k) | |

There are **attached sheets along with this form.**

(Signature of the applicant)

Name of the Applicant : _____

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

DECLARATION

I hereby declare that:

- (i) I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this application as well as attached sheets are true to the best of my knowledge and belief. If any part of the information given is found to be false or incorrect, I shall forfeit the claim to the post and will be liable to the disciplinary action;
- (ii) I have informed my Head of the Organization/ Department in writing that I am applying for the post vide this advertisement;
- (iii) I have not been convicted by a Court of Law for any offence or criminal proceedings are pending against me;
- (iv) I have not indulged in any of the acts of misconduct such as participating in Gherao of any authority whether educational or administrative, manhandling or abusing such authority or damaging any public building or property.
- (v) I shall abide by the ordinance, statutes, rules and regulations that may be made by the Indian Institute of Petroleum and Energy, Visakhapatnam from time to time.

(Signature of the applicant)

Name of the Applicant: _____

Date :

Place :