



CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (Autonomous)
(8 U.G. & 3 P.G. Engg., Programmes Accredited by NBA & Accredited by UGC - NAAC -
with "A" Grade and NIRF Ranked Institute)
Chaitanya Bharathi P.O., Kokapet (V), Gandipet (M), Hyderabad - 500 075, Telangana State.

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Advt. No. 2 / NTS / 2020

EMPLOYMENT APPLICATION FORM

Affix your latest
passport size
photograph & get
it attested by a
Gazetted Officer
with seal

APPLICATION FOR THE POST OF : _____

DEPARTMENT : _____

1. Name in full with Surname : _____

2. Father's / Husband Name : _____

3. Date of Birth & Age (in Christian era) : _____

4. Place of Birth : _____

5. Postal Address for Communication : _____

6. Email ID : _____

7. Mobile No. : _____

8. State whether you belong to OC/SC/ST/BC/PH: _____

(Attach a Certificate from the Authority prescribed under Government Rules)

9. Give particulars of all **Examinations passed Degree / Diploma obtained** (commencing with the Matriculation or equivalent Examination). Where a **Degree / Diploma** has been obtained by **Private appearances** that should be specifically mentioned in **Brackets** in **Column (2)** of the **Table**.

- (Copies of Certificates to be enclosed)

S. No.	Examination or Degree	Name of the College and University	Year of passing	Class & Percentage	Subjects taken for Specialization

10. EMPLOYMENT DETAILS: Give in reverse chronological order details of your previous experience.
 - (Copies of Appointment Orders and Service Certificates to be enclosed)

S. No.	Name & Address of the Organization	Designation	Scale of pay / Consolidated Salary Rs.	Duration of Employment			Basic Pay last Drawn / Consolidated salary	Reasons for leaving the Post
				From	To	Total (Yrs)		
1.								
2.								
3.								
4.								

11. Details of Enclosures:

- (i) _____ (ii) _____ (iii) _____ (iv) _____ (v) _____

12. If any of your Relatives / Friends are working in the Institute mention their Names with Relationship. : _____

13. Names of two Persons with their Address / Designation (Including Email ID & Mobile Number) to whom reference can be made about the Candidate :
 i) _____ (ii) _____

14. If selected and appointed please specify the time you require for joining duty: _____

Place:

Date:

Signature of the Candidate

DECLARATION TO BE SIGNED BY THE CANDIDATE

I hereby declare that the particulars furnished in this Application are true to the best of my knowledge.

Date:

Signature of the Candidate

ONLY FOR CANDIDATES ALREADY WORKING IN ORGANIZATION / INSTITUTIONS

- Forwarded to the Principal, CBIT, Gandipet, Hyderabad – 500 075.
- The Applicant is a Permanent / Temporary Employee and His / Her Conduct and Character are _____
- Certified that the above Particulars are correct as per our Records.
- The Organization / Institution has No Objection to relieve Him / Her, if He / She is selected for the Post.

Date:

**FULL SIGNATURE:
 DESIGNATION:
 (Office Seal)**