



Melakottaiyur, Off Vandalur-Kelambakkam Road, Chennai-600127

Ph: +91 44 2747 6300

Fax: +91 44 2747 6301

Email: office@iiitdm.ac.in

APPLICATION FOR NON-TEACHING POSTS

1. Post Applied for	:		Affix Photograph with light background (5cm x 4.5cm)					
2. Advertisement No	:	IIITDM/R/1/2014						
3. Name in Full (Capital Letters) (as in SSLC Certificate)	:							
4. Date of Birth (Enclose copy of SSLC Certificate)	:	<table border="1"><tr><td>DD</td><td>MM</td><td>YYYY</td></tr><tr><td></td><td></td><td></td></tr></table> Age: ____ Y ____ M		DD	MM	YYYY		
DD	MM	YYYY						
5. Nationality	:							
6. Sex	:	MALE / FEMALE						
7. (a) Category (b) Ex-serviceman (ES) (c) Person with Disability (Attach certificate(s))	:	SC / ST / OBC / GEN (Tick appropriate Category) : YES / NO : YES / NO						
8. Address for Communication	:	State: Pin: Phone: Mobile: Email:						
9. Permanent Home Address	:	State: Pin: Phone: Mobile: Email:						
10. Name of Father / Husband	:							

11. Details of Education Starring from SSLC onwards:

Academic Qualification	Branch	University / Institute / Board	Year & Month of Entry	Year & Month of Leaving	Full Time / Part Time / Correspondence	Mark & Class

12. Additional Qualification / Courses, if any (Typewriting, Shorthand, Computer Course, Apprentice Programs completed etc.,)

Course	Duration	Certificate / Organization	Whether Govt. approved	Mark & Class

13. Experience in Chronological order till the present post:

Organization	Designation	From dd-mm-yy	To dd-mm-yy	Duration yy-mm	Scale + Grade Pay / Total Pay (per month) last drawn	Nature of Work

Organization	Designation	From dd-mm-yy	To dd-mm-yy	Duration yy-mm	Scale + Grade Pay / Total Pay (per month) last drawn	Nature of Work
14. Details of Demand Draft attached:		:	No:	Date:		
		:	Issuing Bank:	Amount:		
(Drawn in favour of 'Registrar, IIITDM Kancheepuram' payable at CHENNAI .)						
15. (a) Present Employment		:				
(b) Nature of Work		:				
(c) Time Required to join, if offered the post		:				
16. Mention why do you like to join IIITDM?		:	(Attach a one page write-up)			
17. Names, Designation and Address with Phone, Email ID of three Referees (with whom you have interaction during your work or study period)						
18. Any other relevant information (attach additional sheets if necessary):						
19. I hereby declare that the information given above is true and correct to the best of my knowledge and belief and I fully understand that if it is found at a later date that any information given in the application is incorrect / false or if I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled / terminated.						
Place:						
Date:						
						Signature of the Applicant

20. Endorsement of the Present Employer :

The application of Mr. / Ms. _____ (Name and Designation of applicant) for the post of _____, at IIITD&M Kancheepuram is forwarded to the Registrar, Indian Institute of Information Technology, Design and Manufacturing (IIITD&M) Kancheepuram, Melakottaiyur, Chennai-600127.

Date:

Signature of the Head of the Organization with seal

Enclosures:

**Number of Sheets
attached**

(i) Attested copies of SSLC & HSC	___
(ii) Attested copies of Degree / Diploma / ITI / others	___
(iii) Attested copies of previous employment certificate	___
(iv) Attested copies of SC /ST/OBC/PD/ES certificates	___
(v) One Page write up against item No. 16.	___
(vi) Demand Draft for Application Fee/-	___
(vii) Any other information	___
Total no. of sheets excluding main application	___

Submit the hard copy by post or in person to:

**The Registrar
Indian Institute of Information Technology Design
and Manufacturing Kancheepuram
Melakottaiyur
Chennai-600127**