

**SHRI BHAGWANDAS ADARSH SANSKRIT MAHAVIDYALAYA  
P.O. GURUKUL KANGRI, DISTT. - HARIDWAR  
UTTARAKHAND-249404**

Phone : 01334-226827

Website : [www.bdasmhardwar.com](http://www.bdasmhardwar.com)

[Recognized as Adarsh Sanskrit Mahavidyalaya under "The Scheme for financial assistance to institutions recognized as Adarsh Sanskrit Mahavidyalayas/ Adarsh Sanskrit Shodha Sansthan"]

**Application Form for the post of Assistant (Non-Teaching)**

1. No alteration / deletion / addition/change should be made in the prescribed contents of the form failing which the application will not be considered. Wherever required, this prescribed form can be expanded to fill up / furnish required information on the form itself.
2. All required information be filled up & furnished at appropriate space in the form. If no information is to be filled up, then there it should be written as NIL or Not Applicable.
3. Employed candidates should route their application through proper channel duly certified / forwarded as per Part II of the application as prescribed in the last page.
4. Each page of the application should be signed by the candidate.

Bank Draft details (Please write name, mobile No. & post applied for on back side of Bank Draft)

Bank Name:		Branch Name:	
Bank Draft No. & Date:		Amount:	

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PART - I

Recent  
pass port  
size photo  
of the  
candidate

1. Name (in Block Letters) :
2. Father's Name :
3. Mother's Name :
4. Date of Birth : Year ..... Month ..... Day .....
5. Age as on closing date of advertisement : Year ..... Month ..... Day .....
6. Place of Birth :
7. Sex :
8. Marital status :
9. Nationality :
10. Indicate whether belongs to  
SC/ST/OBC/PwBD category :
11. Ex-Serviceman : Yes/No
12. Present Position held :
13. Present Emoluments :
  - (i) Pay Band: AGP/GP/Basic Pay/Pay Matrix :
  - (ii) Allowances :
  - (iii) Total pay/emoluments :
14. Address for correspondence (with pin code) :
15. Permanent Address (with Pin code) :
16. Telephone & Mobile No :
17. Email :
18. Fields of Specialization under the Subject/Discipline-



19. EDUCATIONAL QUALIFICATIONS DETAILS

Examination/ Degree	Title of Degree/ Diploma	Specialization	Name of Board/ University	Year of Passing	Total Marks	Marks obtained	Division & Grade Percentage	Annexure No.
High School/ Sec. or equivalent								
Higher Secondary/ P.U.C or equivalent/ Senior Secondary/ Inter or equivalent								
Graduation/ B.A degree / Shastri or equivalent								
Post Graduation/ M.A. degree / Acharya or equivalent								
B.Ed. / Shiksha- Shastri or equivalent								
M.Ed. / Shiksha- Acharya or equivalent								
Textual criticism and Manuscript related courses								
Any other Qualification								

20. RESEARCH DEGREE

Examination/Degree	Subject	Name of University	Title of Thesis/Dissertation	Date of Submission Thesis/ Dissertation	Date of Award of degree	Annexure No.
M.Phil degree						
Ph.D or equivalent						
D.Litt.						

21. A. LANGUAGES KNOWN

Please indicate proficiency in speaking, writing and reading :-

Sl.No.	Languages	Speaking	Writing	Reading
1.	Sanskrit			
2.	Hindi			
3.	English			
4.	Any other (Pl. Specify)			

**B. SCRIPTS KNOWN**

Please indicate proficiency in writing and reading :-

Sl.No.	Script	Writing	Reading

**22. Technical/Professional Qualifications**

Examination Passed	Year of Passing	Institution	Division	%age	Subjects offered

**23. Experience, if any (Administrative/Technical/Teaching/Any other):**

Office in which worked/working	Designation Permanent/Temporary	Pay Scale & Total monthly emoluments	Period		Length of Experience		Nature of Experience
			From	To	Years	Months	

**Note:** The proof of holding equivalent position in the reputed private institutions/Corporate/Bank and total emoluments (including all allowances)/CTC of the employees working in the private/public sector organizations and proof of the organizations having annual turnover of Rs.500 crores is to be attached, if applicable.



24.	Do you know typewriting/shorthand? If so, state speed (wherever applicable):		
	English	Hindi	Other language (mention language) .....
Shorthand:	.....w.p.m	.....w.p.m.	.....w.p.m.
Typewriting:	.....w.p.m.	.....w.p.m.	.....w.p.m.

25. Are you proficient for working on Computer? YES/NO

26. Any other information:.....  
.....  
.....

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

28. Have you ever been arrested/prosecuted/put under detention or bound down/fined or convicted by any Court of Law for any offence, if so give details  
.....  
.....  
.....

29. Have you ever been dismissed from service, if so give details  
.....  
.....  
.....

30. Are you free from debt? If not give details  
.....  
.....  
.....

**Declaration:**

I declare that the statements made in the Application Form are true to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the advertisement, my candidature/appointment is liable to be cancelled/terminated.

Dated:.....

.....  
Signature of the Applicant

**FORM OF DECLARATION TO BE SUBMITTED BY OBC CANDIDATE**

**(In addition to the community certificate)**

I, Shri/Smt./Kumari \_\_\_\_\_ son / daughter of Shri/Smt. \_\_\_\_\_  
resident of village/town/city \_\_\_\_\_ district  
\_\_\_\_\_ State \_\_\_\_\_ hereby declare that I belong to the  
\_\_\_\_\_ community which is recognized as a backward class by the Government of  
India for the purpose of reservation in services as per orders contained in Department of Personnel  
and Training Office Memorandum No. 36012/22/93- Estt. (SCT), dated 8/9/1993. It is also declared  
that as on closing date of advertisement, I do not belong to persons/sections (Creamy Layer)  
mentioned in Column 3 of the Schedule to the above referred Office Memorandum, dated 8/9/1993,  
O.M. No. 36033/3/2004 Estt. (Res.) dated 9/3/2004, O.M. No.36033/3/2004-Esst.(Res) dated  
14.10.2008 and O.M. No.36033/1/2013-Estt. (Res.) dated 27.05.2013.

Signature of the candidate:.....

Full Name.....

Place.....

Date.....

Declaration / undertaking not signed by Candidate will be rejected.



**For applicants in Employment**  
**No Objection Certificate by Employer**

Certified that Shri/Smt./Kumari.....(name)  
is employed as.....(designation) in the scale of pay of  
Rs.....p.m. w.e.f..... at.....  
.....(name of  
organization) and the facts stated in above application have been verified and found correct.

It is also certified that we have no objection to his/her application and he/she will be relieved in the event of his/her selection. There is no disciplinary/vigilance case pending or contemplated against him/her and he/she has not been awarded any penalty.

Dated:.....

.....  
Signature of Head/Concerned Officer of the Department/Organisation(with Seal)