



# St. Xavier's College,

## Mumbai - 400001

### APPLICATION FOR A TEACHING APPOINTMENT – JUNIOR COLLEGE (Shikshan Sevak)

From:

Mr. /Ms \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Pin Code \_\_\_\_\_

Tel: \_\_\_\_\_ Cell No. \_\_\_\_\_

E-mail: \_\_\_\_\_

PAN No: \_\_\_\_\_

Aadhaar No: \_\_\_\_\_

To  
The Principal,  
St. Xavier's College,  
Mumbai- 400 001.

Sir,

With reference to your advertisement in \_\_\_\_\_ dated \_\_\_\_\_, I would like to be considered for a teaching appointment in St. Xavier's College in the subject of \_\_\_\_\_ in the Junior College for the post of **Shikshan Sevak**.

Following are the relevant particulars.

#### I. (a) Academic Qualifications:

<u>Degree</u>	<u>Subjects offered</u>	<u>Month &amp; Yr of passing</u>	<u>Class obtained with Percentage</u>	<u>School / College</u>	<u>Board / University</u>
1. S.S.C.					
2. H.S.C.					
3. B.A./B.Sc./B.Com					
4. M.A./M.Sc./M.Com.					
5. M.Phil./M.Tech.					
6. Ph.D.					
7. B.Ed. / M.Ed.					

(b) **Professional Qualifications (if any)** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(c) **Other Qualifications (Certificates, Diplomas, etc.)**  
 \_\_\_\_\_  
 \_\_\_\_\_

**II. Experience & Extra – Curricular Activities:-**

(a) **List of Publications if any:** (Use separate sheet, if necessary)

(1) Text-book or publications and not of research nature

\_\_\_\_\_

(2) Original publications including those of research nature

\_\_\_\_\_

(b) Whether participated in Refresher Course/Summer Institutes/Orientation Programme,

if YES, give details:

\_\_\_\_\_

\_\_\_\_\_

(c) Extra-Curricular Activities (As a student/staff):-

\_\_\_\_\_

(d) Teaching experience if any:

<b>Institution</b>	<b>University / Board</b>	<b>Position held</b>	<b>Nature of appointment Full-time, Part-time, Permanent, Temporary, etc</b>	<b>Period of appointment with dates</b>	<b>Subjects &amp; Classes taught</b>	<b>Reason for leaving previous appointment</b>

**III. Other Details:-**

(a) Married or single \_\_\_\_\_ Age : \_\_\_\_\_ Place of Birth : \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Nationality \_\_\_\_\_ Religion \_\_\_\_\_

If backward Class, give particulars \_\_\_\_\_

(b) Interest, Hobbies, Activities: \_\_\_\_\_

(c) Names & address of responsible persons to whom a confidential reference about me may be made : 1.

Name : \_\_\_\_\_ 2. Name : \_\_\_\_\_

Address : \_\_\_\_\_ Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Tel No. \_\_\_\_\_ Tel No. \_\_\_\_\_

IV. I am willing to present myself at interviews, at my own expense, and, if I am selected to the post, I shall be able to accept the appointment from \_\_\_\_\_ at the earliest.

(mention date)

V. Enclosures :

1. Date of birth (SSC/Matriculate Passing Certificate)
2. B.A./B.Sc./B.Com.
3. M.A./M.Sc./M.Com.
4. M.Phil/Ph.D.
5. B.Ed. / M.Ed.
6. Proof of Teaching Experience.

Yours faithfully,

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature)

PAY SCALE:

Junior College: As per Shikshan Sevak Scheme