

**HOSTEL OFFICE,  
NATIONAL INSTITUTE OF TECHNOLOGY HOSTELS  
TIRUCHIRAPPALLI, TN-620 015**

Self Attested  
Recent Passport  
size photograph  
to be affixed.

**APPLICATION FOR THE POST OF .....**

1.	<b>Name in Full</b> (Capital Letters; as in SSLC certificate)					
2.	<b>Age &amp; Date of Birth</b> (enclose Xerox copy of SSLC Certificate)	<b>Years Completed</b>	<input style="width: 40px; height: 20px;" type="text"/> <b>Month</b>		<b>Year</b>	
		<b>Day</b>	<b>Month</b>	<b>Year</b>		
		<input style="width: 30px; height: 15px;" type="text"/>	<input style="width: 30px; height: 15px;" type="text"/>	<input style="width: 30px; height: 15px;" type="text"/>	<input style="width: 30px; height: 15px;" type="text"/>	<input style="width: 30px; height: 15px;" type="text"/>
3.	<b>Citizenship</b> (tick the appropriate box)	<b>Citizen of India</b>				
		by Birth	<input style="width: 40px; height: 30px;" type="checkbox"/>	by Domicile	<input style="width: 40px; height: 30px;" type="checkbox"/>	
4.	<b>Marital Status</b>	<b>Married</b>	<input style="width: 40px; height: 30px;" type="checkbox"/>	<b>Single</b>	<input style="width: 40px; height: 30px;" type="checkbox"/>	
	<b>Address to which communications should be sent</b> (Also furnish email, fax, telephone number, if any)					
6.	<b>Permanent Residential Address</b>					
7.	<b>Academic Qualifications : (Enclose Xerox copies of certificates)</b>					
	<b>SNo</b>	<b>Examination</b>	<b>Board, Branch and University</b>	<b>Month &amp; Year of Passing</b>	<b>Overall Percentage</b>	<b>Class / Division</b>
	a)	S.S.L.C				
	b)	H.S.C.				
	c)	Degree				
	d)					

8.	<b>Technical Qualifications: (Enclose proof for the same)</b>					
	<b>SNo</b>	<b>Examination</b>	<b>Board / Institution</b>	<b>Month &amp; Year of Passing</b>	<b>Overall Percentage</b>	<b>Class / Division</b>
	a)					
	b)					
	c)					
9.	<b>Experience, if any : (Enclose proof for the same)</b>					
	<b>SNo</b>	<b>Name and address of the Employer</b>	<b>Designation &amp; Duties</b>	<b>From</b>	<b>To</b>	<b>Salary</b>
	a)					
	b)					
	c)					
	d)					
10	<b>Names of Referees (Preferably of required background)</b>					
	<b>SNo</b>	<b>Name and Designation</b>	<b>Current Address &amp; Contact Details</b>			
	a)					
	b)					
	c)					

### DECLARATION

I hereby declare that the particulars given in this form are true and correct. At any stage if any of the information furnished by me is found to be false or incorrect, suitable action may be taken against me. If selected for the Contractual post, I promise to abide by the rules and regulations of the Hostel Administration.

Place:

Date:

Signature of the Applicant

**Note:** Enclose copies of Educational (SSLC onwards) / Mark Statements, Technical Qualifications and Experience. Applications without copies of Certificates will be summarily rejected.

### INSTRUCTIONS TO THE CANDIDATES

1.	Candidates must be a citizen of India. Candidates employed in Government and Semi-Government Organizations, Public Undertakings, University and Private Educational Institutions must apply through their present employers. If they anticipate unavoidable delay in their applications submitted through proper channel reaching <b>The Chief Warden, National Institute of Technology Hostels, Tiruchirappalli – 620 015</b> before the closing date, they may submit advance copies of their applications, directly to above address which will be considered <b>Provisionally</b> .
2.	The candidate may send copies of testimonials from persons intimately acquainted with his/her work and character and must also give the names and addresses of three persons to whom reference can be made. If he/she has been in employment, he/she should either give his/her present or most recent employer. Candidates should apply in the prescribed application form only.
3.	The candidate should also submit a copy of recent passport size photo, the entry relating to his/her date of birth from the matriculation certificate or SSLC, copies of degree and other certificate duly Self attested or by a gazette officer of the Central / State Government.
4.	No TA/DA will be paid to the candidates for attending written test and interview.
5.	The summoning of a candidate for interview merely indicates that it is felt that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or Selected or his/her conditions specified in the application will be accepted.
6.	No interim correspondence will be entertained.
7.	Application in the prescribed format should be sent to <b>The Chief Warden, Hostel Office, National Institute of Technology, Hostels (NIT Hostels), Tiruchirappalli – 620 015 on or before 27.09.2018 (Thursday/1700h)</b>
8.	The prescribed qualifications are minimum and the mere fact that a candidate possessing the same will not entitle him/her for being called for Written Test & Interview.
9.	The Selection committee constituted by the Chief Warden reserves the right to restrict the number of candidates called for written test & interview, to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed, for which candidates can come with Valid ID Proof-Ration card/Voter's ID/Driver's License/Passport/Aadhaar Card or any other Government issued ID).
10.	The Hostel Administration also reserves the right of rejecting any or all the applications and to cancel the advt. without assigning any reasons therefore.
11.	<b>The appointment is purely Contractual.</b> The contract is initially for a period of one year and based on the performance of the candidate, it may be extendable. <b>This does not confer any right to claim either for continuous employment or permanency in future.</b>
12.	Application forms incomplete in any way or not having required educational / experience certificates and a latest photo affixed will be rejected without intimation.
13.	Canvassing in any form will lead to disqualification.
14.	Leave: 8 day Causal leave, as applicable for 12 months.
15.	Candidates should submit separate application for each post.
16.	Shortlisted Candidates shall be intimated only through Institute Website.