

## DAV COLLEGE MANAGING COMMITTEE

CHITRA GUPTA ROAD, (Paharganj) NEW DELHI-110055.

Tel.: (011) 23503500

Advf. No. C.Prin.PB/March/2021/02

Invites applications for the post of Principal, R.R. Bawa DAV College for Girls, Batala, Distt, Gurdaspur, Punjab on regular basis within 21 days from the date of publication, on the prescribed proforma, obtainable from its Office website [www.davcmc.net.in](http://www.davcmc.net.in) and the concerned college [www.rrbdavc.org](http://www.rrbdavc.org) and submit the same to this Office along with a Bank Draft of Rs.250/- which should be in favour of "Secretary, DAV College Managing Committee, New Delhi".

**Eligibility:-** Eligible candidates in accordance with the qualifications/conditions laid down by the UGC/State Govt./G.N.D.U, Amritsar, may send their application through Registered post/Speed- post or in person and a complete copy of the application along with the necessary documents be sent to the Dean, College Development Council, Guru Nanak Dev University, Amritsar. With each application for the said post, a bank draft for Rs.1000/- + 18% GST (Non-Refundable) be also sent to the University in the name of Registrar, Guru Nanak Dev University, Amritsar. Candidates must have passed Punjab upto Matric level.

**Submission of application Forms:-** Application attached with (i) copies of the testimonials/degrees (ii) "No Objection Certificate", from the present employer and (iii) API score proforma and obtaining/clearance of API Scores, as per norms will only be entertained on or before the due date.



# DAV COLLEGE MANAGING COMMITTEE

CHITRA GUPTA ROAD, NEW DELHI - 110055

Advertisement No.: \_\_\_\_\_ Dated \_\_\_\_\_  
Last Date for receipt of application \_\_\_\_\_  
Application No. \_\_\_\_\_  
(to be filled by the office)

## Application form for Appointment for the post of Principal in the DAV Colleges in the state of Punjab

### Details of Demand Draft attached

DD No. \_\_\_\_\_ Dated \_\_\_\_\_ Amount \_\_\_\_\_ Bank Name \_\_\_\_\_  
Drawee Branch \_\_\_\_\_ Branch Code No. \_\_\_\_\_  
Pay Scale \_\_\_\_\_ Minimum Pay Acceptable \_\_\_\_\_  
Joining time (if selected) \_\_\_\_\_

(Before filling the form, please read the following instructions very carefully)

- a. Self- attested copies of all certificates/testimonials should be attached with the application. Testimonials, in original, must be produced at the time of interview.
- b. Candidates already in employment must submit their application through the present employer.
- c. Candidates called for interview will come at their own expense.
- d. A copy of application must be also sent to the Dean of Colleges of the concerned University.
- e. Applications received after the due date or found incomplete will not be considered.

Affix self-attested recent passport size photograph here.

1. Name of the post applied for \_\_\_\_\_  
Name of the College applied for \_\_\_\_\_
2. Name of the applicant (in Block letters): Mr./ Mrs./ Ms. / Dr.  
\_\_\_\_\_
3. Address for correspondence (in Block letters): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pincode : 

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**12. Educational Qualifications in chronological order beginning 10<sup>th</sup> onwards: (Please attach one set of self attested copies of your Certificates)**

Name of the Examination passed	Name of the Board/ University	Year of Passing	Main Subjects	Total Marks Obtained	Total Marks	Division/% of marks obtained
1. Matric						
2. 10+2						
3. B.A./B.Sc./ B.Com						
4. M.A./M.Sc./ M.Com						
5. B.Ed.						
6. M.Ed.						
7. M.Phil						
8. Ph. D. (with Title)						

**13. Teaching Experience (Details in chronological order, starting with the first job)**

Name & Address of the college / Institution	Date of Joining	Date of Leaving	Designation	Nature of job	Basic Pay p.m. & Grade	Reasons for leaving

**14. Administrative Experience (if any)**

Name & address of Employer	Period of service From To	Designation of post & scale of pay	Total length of service	Nature of work & level of responsibilities

**15. Exact Period of Teaching Experience (in years)**

Description	Period of Teaching		Subject Taught	Total years
	From	To		
(i) Post Graduate Classes				
(ii) Degree Classes				
(iii) Any Other				

**16. Certificate from the Employer, if any**

The application of Smt/Shri \_\_\_\_\_, who is at present working as \_\_\_\_\_ in this \_\_\_\_\_ Department/Organization for the post of \_\_\_\_\_ in the \_\_\_\_\_ is forwarded and recommended for consideration. In case, she/he is selected for employment in the \_\_\_\_\_, she/he will be relieved from his present position on \_\_\_\_\_ notice.

Place.....

.....  
Signature of the Head of the office/Organization  
(with Seal of Office)

Date.....

Name.....

**17. Publication, if any (please specify National and International level on the top of the Research Paper) [Attach separate sheet, if necessary]**

Description	Published	In Press	Accepted for Publication	Reference of Citations of the work in Journals/Reviews, if any, may be given. Use separate sheet, if necessary.

18. Seminar / Conferences/Workshops/Refresher Courses/Orientation Courses/Summer Schools etc. organized / participated and sessions presided over, if any **(Give year-wise detail) :**

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19. Number of M.Phil and Ph.D. dissertation/thesis supervised and successfully completed.

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20. Number of research projects (joint/independent) (i) in hand (ii) completed, if any :

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21. Participation in the conduct of University Examination (as Centre Superintendent), Setting of Question Papers and evaluation of Answer scripts etc, if any **(Give year-wise detail) :**

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22. Participation in and contribution to the Committee work (as added member to the faculties, member of Board of Studies etc) in the various University / College bodies if any **(Give year-wise detail) :**

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23. Membership of Professional Societies, if any :

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24. National and /Or International Awards, if any :

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25. Extra Curricular Activities : Sports/ NCC/NSS etc., if any **(Give year-wise detail) :**

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26. Experience as a Hostel Warden, if any **(Give year-wise detail) :**

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27. Experience as Organizer for the Cultural Programme and Youth Festivals, if any **(Give year-wise detail)** :

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28. Experience in organizing declamation contest, Paper reading contest and study trips, if any **(Give year-wise detail)** :

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29. Any other relevant information :

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30. Have you ever been involved in a case lying in the Court of Law? If the answer is **“YES”**, then full particulars of the case, detention, fine, conviction, sentence etc. should be given.

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31. Referees :

These should be professionally competent persons, well acquainted with some aspects of the applicant's training, accomplishments, capability and characters **but must NOT be in relations**. At least two of them should be citizens of India. For applicants having done post-graduate or post-doctorial research, the research supervisors must be listed. Supervisor of each major employment and present or more recent employment must be listed.

Name	Occupation / Position	Address
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1. \_\_\_\_\_

2. \_\_\_\_\_

32. Date on which a copy of the application has been sent to the concerned University before last date of the advertisement. \_\_\_\_\_

(No application will be entertained unless a copy of the application has been sent to the University before due date.)

33. Any other information relevant:

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**34. Declaration : I solemnly declare that :**

- (i) The foregoing information is complete and correct. I am not aware of any circumstances which may impair my fitness for employment in the College affiliated with the concerned University.
- (ii) I have never been debarred/disqualified by any University; Public Service Commission from appearing at its examination/selection.
- (iii) I have never been dismissed either from Govt. of India or from University, College or other Public or Private Organization Service.
- (iv) I have never been prosecuted, kept under detention or bound down, fined, convicted by any Court of Law for any offence.

**NOTE: I hereby declare and certify that all the statements made in this application are true and correct to the best of my knowledge and belief. If any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage during or after selection process.**

Correspondence Address:

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.....  
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Signature of the Candidate.....

Name.....

Mobile No.: .....

Email-Id.....

**35. List of Certificates and testimonials (self-attested copies to be attached)**

Sl. No.	Description	Please tick whether you have attached self attested copy of the certificates along with this form
(i)	Demand Draft of Rs. 250/-	Yes/ No (DD No. _____ Dated _____)
(ii)	Matric	Yes/ No
(iii)	10+2	Yes/ No
(iv)	B.A./B.Sc./ B.Com	Yes/ No
(v)	M.A./M.Sc./ M.Com	Yes/ No
(vi)	B.Ed.	Yes/ No
(vii)	M.Ed.	Yes/ No
(viii)	M.Phil	Yes/ No
(ix)	Ph. D (with Title)	Yes/ No
(x)	Publication	Yes/ No