



दिल्ली कौशल एवं उद्यमिता विश्वविद्यालय
DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY
(A State University Established under Govt. of NCT of Delhi Act 04 of 2020)
Sector 9, Dwarka, New Delhi – 110077

FOR THE POST OF DEPUTY REGISTRAR, ASSISTANT REGISTRAR, ASSISTANT ENGINEER
(CIVIL), JUNIOR ENGINEER (ELECTRICAL), JUNIOR ENGINEER (CIVIL)

PART-1

Advertisement No.: _____

Name of the post applied for: _____

Paste Photo

Personal Details

Fill the details in Block Letters and Attach a separate sheet if required

1	Candidate's Name: _____
2	Mother's Name: _____
3	Father's/Husband's name: _____
4	Marital Status: _____
5	Date of Birth (DD/MM/YYYY): _____
6	Age as on (Closing Date): _____ (Years), _____ (Months), _____ (Days)
7	State of Domicile: _____
8	Permanent Residential Address: _____ _____
9	Address for correspondence: _____ _____
10	a) Telephone No. (With STD Code): _____ b) Mobile No.: _____
11	E-Mail address: _____

12	Present Employer: _____
13	(b) Status of Present employer: (i) Central Government (ii) State Government
14	Present post held _____
15	Complete postal address of employer: _____

PART-B

Academic Qualification						
Qualification	Board / University	Year of Passing	Division/ Grade	Percentage of marks	Subject (s)	Enclosure No.
Secondary or Equivalent						
Senior Secondary or Equivalent						
Graduation						
Post Graduation						
Other if any						

Working Experience (In chronological order)

S. No	Name of the Institution/ Organization	Post held	Pay Scale	Nature of appointment	Period		Nature of work	Last Basic Pay (in Rs.)	Reason/ (s) for leaving
					Form	To			

Details of the present post held [To be filled by candidates applying on deputation basis]

- a) Present post held :
- b) Full scale of pay :
- c) Present pay :
- d) Date from which held :

Date of retirement under the applicable rules:

OTHER DETAILS

- 1. (a) Language(s) known:
(i) _____ (ii) _____ (iii) _____
(b) Proficiency:
(i) Read/Write/Speak (ii) Read/Write/Speak (iii) Read/ Write/Speak
- 2. Name and address with telephone numbers of two references
(Other than relatives) . Letter of recommendations be attached
 - 1.
 - 2.

DECLARATION FORM

1. I hereby declare that the entries made in the application form are true and correct to the best of my knowledge and belief. If any part of the information given is found to be false or incorrect, my candidature will be treated as cancelled.
2. I have not been convicted by a Court of Law for any offence.
3. I have not indulged in any of the acts of misconduct such as participating in Gherao of any educational authority, whether academic or administrative manhandling or abusing such authority or damaging any building or other property.
4. I have not been found to have used unfair means in any examination and have not gravely misbehaved with a teacher or officer or my superior or found to have tampered with or forged a mark-sheet, certificate or degree.
5. I have read and understood all the relevant information, terms and conditions, and I shall abide by the same as also any other ordinances, statues, rules and regulations that may be made by the University hereafter.

Full Name and
(Signature of applicant)

Date: _____

Place: _____

OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier. (If required, please attached separate sheet)

S. No.	Details (Mention Year, Value etc. wherever relevant)	Self-Attested	Enclosure No.

LIST OF SELF ATTESTED ENCLOSURES: -

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

Signature of the Candidate

Date:

Place:

Annexure-II

Note: Candidates must submit the following certificate, duly signed by their employer agreeing to release them in case finally selected in the DSEU, at the time of presentation and/or interview.

CERTIFICATE FROM EMPLOYER

- i) Certified that Shri/Ms. ___ holds a permanent post of _____ under the Government/University/Institution/ Autonomous Organization since _____.
- ii) Certified also that he/she has submitted his/her application to this University/Institution/Organization/department /office on _____ and his/her pay is _____.
- iii) Certified also that Dr./Shri/Ms. _____ will be released immediately in case of his/her Selection in the DSEU.
- iv) The information given by Dr./Shri/Ms. _____ in the application form has been verified with reference to his/her service record and is found correct.
- v) No disciplinary case is either pending or being contemplated against Prof./Dr./Shri/Ms. _____.

Signature of the Head of the Office
/Head of Department with official Seal

Date:

Place:

Annexure-III

CERTIFICATION BY THE EMPLOYER/CADRE CONTROLLING AUTHORITY

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possess educational qualifications and experience mentioned in the vacancy circular. If selected, he/ she will be relieved immediately.

2. Also certified that:

- (i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt. _____.
- (ii) His / Her integrity is certified.
- (iii) His/ Her CR Dossiers in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No Major / Minor penalty has been imposed on him / her during the last 10 years OR A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed, as the case maybe.

Signature of the Head of the Office
/Head of Department with official Seal

Date:

Place:

Note:

- a) The candidate must attach the self-attested copies of all relevant documents, certificates, degrees, testimonials etc. In support of qualifications and/ or experience with the Application Form otherwise in absence of these documents. candidature will not be considered. The original copies of the documents must be produced at the time of interview (if called for interview)
- b) The incomplete application form will be rejected automatically.
- c) Candidates already in service should apply through their present employer along with No Objection Certificate of the employer in format given above.
- d) Please keep a Photo copy of this application form for your record and reference.