



St. Xavier's College,

Mumbai -400001

APPLICATION FOR A TEACHING APPOINTMENT - JUNIOR COLLEGE

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/Senior College.

Following are the relevant particulars.

I. (a) Academic Qualifications:

<u>Degree</u>	<u>Subjects offered</u>	<u>Month & 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. NET/SET/					
8. B.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) **Research Guide (Name of the Project):-** _____

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

if YES, give details:

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

(e) Teaching experience if any:

Institution	University	Position held	Nature of appointment Full-time, Part-time, Permanent, Temporary, etc	Period of appointment with dates	Subjects & Classes taught	Reason for leaving previous appointment

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. Net/Set/B.Ed.
6. If with Teaching Experience, Copies of University Approvals

Yours faithfully,

Date _____

(Signature)