



MAHAKAUSHAL UNIVERSITY, JABALPUR

(Established by the MP Govt. Ordinance No. 11 of 2021 & Section 2(f) of UGC Act 1956)

Village Aithakheda Mukunwara Road District
Jabalpur-482003, Madhya Pradesh, India

www.mku.ac.in

Application N.:

Application Form for the Post of Non Teaching Staff

Instructions for filling the Application form

- Please fill the form carefully
- Use capital letters only
- Candidate can Apply for one post only

Attach photo

1. Name of the post applied For :

2. Personal Details

First Name

:

Middle Name

Surname

3. Date of Birth

Age as on as on date of advertisement

4. Place of Birth

City/Village

State

Country

5. Father's Name

6. Mother's Name

07. Nationality

11. Marital Status

08. Gender

09. Community

If other Category, give details

S. No. of proof enclosed

Category

10. Physically disabled : Yes

If Physical Disabled, indicate the
relivent perticulars

If applicable, write 'yes'

Percentage of
disability

S.No. of proof
enclosed

11. Educational qualifications (attach additional pages, if required)

S. No.	Class	Name of Course	Name of College / Institute	Branch /Subject Studied	Name of The Board / University	Month & Year Passed	Division	% of Marks	CGPA (if grading applicable)	S. No of Proof enclosed

12. Chronological list of Experience (including current position / employment till the last date of receipt of applications)

S.No.	Designation	Pay Band With AGP/PAY Level & Cell	Name & Address of Employer	Period of Experience			Name of Works/ duties	S.No. of proof enclosed
				From	To	No. of Years		

13. Name and Complete Postal Addresses of 2 referees

S.No	Referee	Name	Designation	Institute Name & Address	Email	Phone (Landline) With STD Code:	Mobile No.	Fax

14. Present Position

Designation	Name of The University / Institution	Basic Pay(Rs.)	Pay Scale/Pay Band /Level	Gross Pay/Total Salary p.m. (Rs.)	Increment Date(Year/month)	S. No. of Proof enclosed

15. Time required for joining if selected(in months):

16. (a) Extra-curricular Activities handled:

S.No.	Activitie

(b) Extra-curricular Administrative responsibilities handled:

S.No.	Administrative responsibilities (please give post held and duratoin)

17. Any other information/qualification relevant to the post applied for:

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18.	Whether willing to join as temporary/contract/Guest (if not selected against regular vacancy)	
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19. Candidate's Name & Address for correspondence

Name				
Mailing address:-			Permanent address	
Email		Phone (Landline) With STD Code	Mobile No.	Aadhar Number

20. Have you ever applied for staff position in MKU, Jabalpur M.P. earlier? If yes, please give details.:

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**21. List of self tested testimonials attached (original to be produced at the time of) interview
Please tick ✓ the ones applicable.**

S.No.	Document Name	Tick the box if applicable	S.No. of proof enclosed	No. of pages
1	Matriculation Mark sheet / certificate	<input type="checkbox"/>		
2	10+2/Intermediate mark sheet/ certificate	<input type="checkbox"/>		
3	Graduation marksheets/ degree	<input type="checkbox"/>		
4	Post-Graduation marksheets/ degree	<input type="checkbox"/>		
5	M.Phil degree	<input type="checkbox"/>		
6	Ph.D. Degree	<input type="checkbox"/>		
9	Disability Certificate	<input type="checkbox"/>		
10	Caste Certificate issued by competent authority(OBC/SC/ST/EWS/etc.)	<input type="checkbox"/>		
11	Experience Certificate	<input type="checkbox"/>		
12	PAN No	<input type="checkbox"/>		
13	Aadhar Card	<input type="checkbox"/>		
14	Bank Passbook Copy	<input type="checkbox"/>		

Declaration: I solemnly declare that

- I. All the statements and enteries made in this application are true,complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection Committee or at any other stage, my candidature / appointment may be cancelled by the MKU, Jabalpur without prejudice to initiation of any other disciplinary action.
- II. I have never been disqualified either from university work/appearing in any University examination.
- III. I have never been dismissed either from Govt, 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 the Court of Law for any offence.

Place _____

Dated _____

Signature of the Applicant

Endorsement by the EMPLOYER

In case of in - service candidates in Government/ Semi- Government organization / Public Sector Undertaking / Autonomous Organizations, the endorsement form must be signed by the employer.

The applicant Dr./ Mr./Mrs/Ms. _____ who has submitted this application for the post of _____ in the Mahakaushal University, has been working in this organization namely _____ in the post of _____ in a temporary / contract/ permanent capacity w .e.f. _____ in the Scale of pay of Rs. _____ , with AGP of Rs. _____. There is no objection for his/her application being considered by the Mahakaushal University, Distt. Jabalpur (M.P.)

(Signature of the forwarding officer)

Name: _____

Designation: _____

Place: _____

Date: _____

Seal : _____