



# TECNIA INSTITUTE OF ADVANCED STUDIES

Approved by AICTE, Ministry of HRD, Govt. of India, Affiliated to  
Guru Gobind Singh Indraprastha University, Recognized by UGC under Sec 2(f) of UGC Act 1956  
INSTITUTIONAL AREA, MADHUBAN CHOWK, ROHINI, DELHI- 110085



## Performa Application for Faculty Position

1. Fill in all the information in block letters only.
2. Attach separate sheet in case of insufficient space in any column.
3. Attach copies of all educational qualification and experience certificates only.

### POST APPLIED FOR:

Professor  Associate Professor  Assistant Professor  Faculty Associate  Research Associate

1. Candidate's Name : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Mother's Name : \_\_\_\_\_
4. Husband's Name : \_\_\_\_\_
5. Date of Birth (In figure) : \_\_\_\_\_
6. Contact No.(s) : \_\_\_\_\_ (Mobile) \_\_\_\_\_ (Resi)
7. Email Id : \_\_\_\_\_
8. Corr. Address : \_\_\_\_\_

Affix A Recent Passport  
Size Photograph

9. Permanent Address : \_\_\_\_\_  
State : \_\_\_\_\_ PIN Code : \_\_\_\_\_
- State : \_\_\_\_\_ PIN Code : \_\_\_\_\_

### 10. Details of Educational Qualifications:

Examinations	University/Board	Year of Passing/ Award	Division	% age of marks / CGPA grade	Subjects
Metric /SSC/10th Class					
10+2 or equivalent					
*Graduation or equivalent.....					
Post Graduate or equivalent.....					
M.Phil.			** Title of Ph.D. Thesis		
Ph.D.**					
Any Other					

\* Indicate Degree Awarded

11. Date of submission of Ph.D. Thesis : (Day) (Month) (Year)
12. (i) Month & year of passing of NET//GATE or similar test : (Month) (Year)  
ii) Roll No.:
13. Field of specialization: \_\_\_\_\_
14. Whether recognized as Teacher by GGSIPU or any other University Yes or No? : \_\_\_\_\_
15. List all your Teaching/ Consultancy/ Industrial Experience in descending order (latest first): Use multiple lines as needed.

Name of the Institute/Organization	Post held	Pay Scale PB with AGP	Last basic pay (in Rs.)	Period		Nature of Work	Reasons for leaving (wherever applicable)
				From	To		

\*Kindly provide details of teaching experience of any along with necessary supporting documents

## 16. Academic Staff College Orientation/Refresher Course attended

Name of the Course	Place	Duration	Sponsoring Agency	Summer School

**CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES PERFORMANCE****15 (i) Lectures, Seminars, Tutorials, Practical's, Contact Hours (give semester-wise details, where necessary) Max Score :50 +10**

S. No.	Course/Paper	Level	Mode of teaching	No. of classes/ Practical taken per week	Marks Obtained

*\*No score should be assigned if a teacher has taken less than 80 % assigned classes.*

*If teacher has taken classes exceeding UGC norm, then two point to be assigned for each extra hour of classes Max Up To 10*

**(ii) Preparation of prescribed material as per syllabus enrichment by providing additional resources to Students. Max Score:20**

S. No.	Course/Paper	Consulted	Prescribed	Additional Resource Provided	Marks Obtained

**(iii) Use of Innovative Teaching-Learning Methodologies, Updating of Subject Content, Course Improvement etc. Max Score: 20**

S. No.	Description	Weight age	Give Details	Marks Obtained
1	Preparation of resource & reading material,	10		
2	ICT Based Teaching material	10		
3	Interactive Course	05		
4	Participatory Learning modules	05		
5	Developing Remedial/Bridge Courses and Counselling modules	05		
6	Developing soft skills/communication skills/ PDP	05		
7	Developing specialized Technical Teaching-learning programmes	05		
8	Workshop / Training course computer assisted teaching/ web-based learning	10		
9	Popularization program e-library skills to students	05		

**(iv) Examination Duties Assigned and Performed Max Score:25**

S. No.	Examination Duties	Give Details	Marks Obtained
1	Invigilation, Paper setting & Evaluation / assessment of answer script in Internal Exam and University End semester work such as coordination, or flying squad etc. as per Duties and Responsibilities allotted for internal/ continuous assessment work.		

S. No.	Nature of Activity	Maximum Score	API Score Required	Total API Score Obtained
1	<b>CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES PERFORMANCE</b>	125	75	

**CATEGORY: II. CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES AND PARTICIPATION****16. (i) Co-Curricular, Extension & field based Activities Max. Score:20**

S. No.	Type of Activity	Weight age	Give Details	Marks Obtained
1	Institutional Co-curricular activities for students such as field studies/(educational tours, industry-implant training and placement activity).	05		
2	Extension Work Positions held/Leadership role played in organization linked with and National Service Scheme (NSS), NCC or any other similar activity.	05		
3	Students and Staff Related Socio Cultural and Sports Programmes, campus publications	05		
4	Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc.	05		

**(ii) Contribution to Corporate Life and Management****Max. Score:15**

S. No.	Type of Activity	Weight age	Give Details	Marks Obtained
1	Through participation in academic and administrative committees and responsibilities.	05		
2	Through meetings, popular lectures, subject related events, articles in institute magazine, paper and journal	05		
3	Institutional Governance responsibilities like, Director, Dean, CPC, Academic Controller, HOD, COE, School Chairperson, IQAC coordinator	05		
4	Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee, etc	05		
5	Responsibility for, or participation in committees for Students Welfare, Counselling and Discipline	05		
6	Organization of Conference/ Training: International	10		

**(iii) Professional Development Activities****Max. Score:10**

S. No.	Type of Activity	Weight age	Give Details	Marks Obtained
1	Membership in profession related committees at state and national level	05		
2	Participation in subject associations, conferences, seminars without paper presentation (each activity : 2 point)	02		
3	Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development	05		
4	Examination reforms, Institutional governance	05		
5	Membership/ participation in Bodies/Committees on Education and National Development	05		
6	Publication of articles in newspapers, magazines or other publications (not covered in category 3); radio talks etc. (1 point each).	01-03		

S. No.	Nature of Activity	Maximum Score	API Score Required	Total API Score Obtained
2	<b>CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES.</b>	<b>50</b>	<b>15</b>	

**CATEGORY: III, RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS****17. III (A) RESEARCH PAPERS****(i) Research Papers Published in Refereed Journals****Max.Score:15**

S. No.	Title with Page nos.	Journal	ISSN/ISBN No	Peer reviewed. Impact Factor	Main author	Co-authors	Marks Obtained

*\*Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) Papers with impact factor between 2 and 5 by 15 points; (ii) papers with impact factor between 5 and 10 by 25 points.*

**(ii) Research Papers Published in Non Refereed Journals****Max.Score:10**

S. No.	Title with Page nos.	Journal	ISSN/ISBN No	Peer reviewed. Impact Factor	Main author	Co-authors	Marks Obtained

*\*Wherever relevant, the API score for paper in refereed journal would be augmented as follows: (i) Indexed journals - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points;*

**(iii) Conference Proceedings as Full papers****Max. Score: 10**

S. No.	Title with page nos.	Details of Conference Publication	ISSN/ISBN No	Main author	Co-authors	Marks Obtained

*\* Abstract not to be included*

17. III (B) RESEARCH PUBLICATIONS

(i) Text or References Books Published with an International & Subject by National / Local Publishers with Peer Reviewed System

Max Score: 50/ 25/15

S. No.	Type of Book & Authorship	Title with Page Nos	Publisher & ISSN/ ISBN No	Whether Peer reviewed	Main author	Marks Obtained

\*As Sole Author :- International: 50 / National: 25 / Local: 15

(ii) Text or References chapter in Edited Books Published with an International / National/Local Publishers with Peer Reviewed System

Max Score: 10/ 5/3

S. No.	Type of Book & Authorship	Title with Page Nos	Publisher & ISSN/ ISBN No	Whether Peer reviewed	Main author	Marks Obtained

\*As Author :- International :10 / National: 5 /Local : 3

(iii) Chapters contributed to edited knowledge based volumes published by International/ National Publishers -

Max. Score:10 / 05

S. No.	Title with Page nos.	Book Title, editor & publisher	ISSN/ISBN No	Peer reviewed. Impact Factor	Main author	Co-authors	Marks Obtained

\*As Author :- International :10 / National: 5 chapter in knowledge based volumes

17. III (C) RESEARCH PROJECTS

(i) Sponsored Projects carried out/ ongoing

Max. Score : 20/15/10

S.No.	Title	Agency	Period	Grant Mobilized (Rs lakh)	Marks Obtained

\*Amount mobilized: - Above 5.0 lakhs:20 / Rs.3.00 lakhs - Rs. 5.00 lakhs: 15/ Rs. 25,000 -Rs. 3 lakh :10

(ii) Consultancy Projects carried out / ongoing

Max. Score : 10

S.No.	Title	Agency	Period	Grant Mobilized (Rs lakh)	Marks Obtained

\*Amount mobilized: - Minimum 2.0 lakhs:10

(iii) Completed Projects Report Quality Evaluation (Acceptance from funding agency)

Max. Score: 20/10

S. No.	Title document/patent as outcome	Agency	Period	Grant Mobilized (Rs lakh)	Marks Obtained

Consultancies: \* Major Project : 20 / Minor Projects: 10

(iv) Projects Outcome / Outputs

Max. Score: 50/30

S.No.	Title document/patent as outcome	Agency	Period	Grant Mobilized (Rs lakh)	Marks Obtained

\* International level output or patent: 50 / National level output or patent: 30

17. III (D) RESEARCH GUIDANCE

(i) M. Phil.

Max. Score: 03

Degree Awarded	University Enrolled in	Thesis Topic	Marks Obtained

\* M. Phil. Degree awarded /candidate:03

(iii) Ph. D.

Max. Score : 10 /07

Degree Awarded:	University Enrolled in	Thesis Topic	Marks Obtained
Thesis Submitted:			

\* Degree awarded /candidate: 10; Thesis submitted/candidate: 07

17. III (E) TRAINING COURSES AND CONFERENCES/ SEMINAR / WORKSHOP PAPERS

(i) Training Courses

Max. Score : 20 /10

S. No.	Programme	Duration	Organized by	Marks Obtained
1	Refresher Courses			
2	Methodology Workshops			
3	Training			
4	Teaching Learning- Evaluation Technology			
5	Soft Skills Development			
6	Faculty Development Programmes			

\* 02 weeks duration: 20 / 01 week duration: 10

(ii) Participation and presentation of Research papers in International / National (Conferences, Seminars, Workshops)

Max. Score: 10/7.5/ 05/03

S. No.	Title of the Paper presented	Title of Conference/ Seminar	Organized by	Whether International/ National	Marks Obtained

\* International: 10/ National: 7.5/ Regional & State Level: 05 / Local-University & Institute level: 03

(iii) Invited Lectures and Chairmanships at International / National Conference / Symposia

Max. Score: 10/05

S. No.	Title of Lecture/Academic Session	Title of Conference/ Seminar etc	Organized by	Whether International/ National	Marks Obtained

\* International level: 10 / National level: 05

18. Awards/achievements in Research (If any) /Scholarship/Honours :

--

19.

Language(S) Known (Please tick)	Read	Write	Speak
(i) Hindi			
(ii) English			
(iii)			
(iv)			

20. Present Basic Pay: Rs. \_\_\_\_\_ in the Pay Scale of Rs. \_\_\_\_\_

21. Basic Pay acceptable Rs. \_\_\_\_\_

22. Period required for joining, if selected: \_\_\_\_\_

23. Academic Referrals (if any) : Name and address of two persons (other than relatives) to whom references can be made:

S. No.	Name	Designation	Present address	Mobile No	Phone No

**24. ANY OTHER RELEVANT INFORMATION YOU WISH TO GIVE IN SUPPORT OF YOUR CANDIDATURE**

*Please give details of any other credential, significant contributions, awards received etc. not mentioned earlier.*

S. No.	Details (Mention Year, value etc, where relevant)

**LIST OF ENCLOSURES: (Please attach, copies of certificates, sanction orders, papers etc. wherever necessary)**

1	Recent Photograph (7 copies)	7	Degree PhD
2	ID Proof	8	PG Degree Mark Sheet & Certificate
3	Address Proof	9	UG Degree Mark sheet & Certificate
4	PAN Card Copy	10	12th Mark sheet & Certificate
5	Aadhaar Card Copy	11	10th Mark sheet & Certificate
6	Bank Account Proof	12	All Experience Certificate
<b>BIOMETRICS</b>			
a)	Left Thumb Impression	b)	Right Thumb Impression

Certified that the information given by me in this application form is complete and correct to the best of my knowledge & belief and nothing has been concealed there from. I also understand that in case any information is found to be false, my services shall be liable to be terminated without notice.

**I have read the instructions and guidelines issued for the candidates.**

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Applicant

Note: Please complete all the Items and mail it on [career@tecnia.in](mailto:career@tecnia.in) or send through Post

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