



# NETAJI SUBHAS OPEN UNIVERSITY

H.O.: DD-26, Salt Lake, Sector -I, Kolkata — 700 064.

Phone: 033 4066 3220, TELEFAX: 033 4066 3225

Website: www.wbnsou.ac.in

DD No.: _____
For Rs.: _____

Paste a passport size photograph here.
--

## Application Format for Non-Teaching Posts (To be submitted in duplicate)

**Name of the Post Applied for: Technical Assistant (Grade II) /Jr. Library Assistant (Please tick whichever applicable)**

Advertisement Memo No.: \_\_\_\_\_ Date.: \_\_\_\_\_

1. Post (Name and Serial No): \_\_\_\_\_

2. Name (in block letters): \_\_\_\_\_

3. a) Permanent address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Mailing address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Telephone No.: \_\_\_\_\_ Mobile No.: \_\_\_\_\_

6. E-mail address: \_\_\_\_\_

7. Date of birth(DD/MM/YYYY): \_\_\_\_\_

8. Nationality: \_\_\_\_\_

9. Sex: Male/Female \_\_\_\_\_

10. Marital Status (Please tick) Married / Unmarried

11. Applicant's Mother Tongue \_\_\_\_\_

12. Other languages the applicant can speak / write / read.

13. Category (Please tick)

UR	SC	ST	OBC-A	OBC-B	PH

(Please enclose copy of the relevant documents except UR)

14.a) Present post / designation with Salary, Pay band & Grade Pay: \_\_\_\_\_

b) Present employer: \_\_\_\_\_

15. Posts held on Full-Time basis including the present position, last pay and reason of leaving

(Use the space below, attach separate sheet if necessary) & (in chronological order)

Sl. no.	Post held**	P/T	From	To	Last pay (with Pay band & Grade Pay if applicable)	Reason for leaving

**\*\* It is to be clearly mentioned whether the post held was temporary or permanent in nature**

**P-Permanent**

**T-Temporary**

### 16. Academic qualifications

(Use the tabular format below Attach separate sheet if required)

Sl. no.	Examination passed	Year	Board / Council / University	Percentage of marks	Grades / divisions /distinctions awarded

Specify additional qualifications / experience (IT, NCC, NSS, Sports, Music, Literary and Social Activities etc.),if any.

17. Experience in working in distance education system, if any

18. Notice required to join, if selected.

19. Name and address of two referees (other than the present employer).

**DATE:**

**SIGNATURE OF THE APPLICANT IN FULL**