

MAHARSHI DAYANAD UNIVERSITY ROHTAK

No. ^R ~~Estt. & Pub. & Enq./2013~~ 112-13
Dated 21.5.13

To

The Director
Computer Center
M.D. University, Rohtak

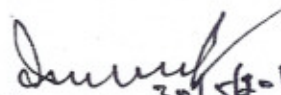
Sub: - Correction in the Proforma for applying for recruitment on the Non-Teaching Post.

Sir,

It has been brought to our notice that the Proforma for applying for recruitment on the Non-Teaching posts in this University uploaded on the website has a number of mistakes. I have been directed to forward herewith a copy of the revised Proforma supplied to us by the Establishment Branch of this university with the request kindly arrange to correct the same on the university website at the earliest.

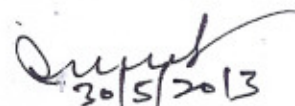
Yours faithfully

Encl:- As above


Assistant Registrar
(Publication & Enquiry Cell)
30/5/13

No. ^R
Endst. & Pub. & Enq./2013.....Dated.....

Copy of the above is forward to the in charge (Estt. N.T), M.D.University, Rohtak for information


Assistant Registrar
Publication, Enquiry cell.
30/5/2013

Sr. No.

Price Rs.100/-(General)

Rs.25/-(SC/BC of Haryana)

MAHARSHI DAYANAND UNIVERSITY, ROHTAK**APPLICATION FORM FOR THE NON-TEACHING POSTS****(Except 'A' Class Posts)**

A passport size recent photograph of the candidate duly attested by a gazetted officer must be pasted here

Application No.

(To be filled in by the office)**NOTE :**

- i. This application form and the bio-data should be properly filled in.
- ii. Attested copies of all Certificates/Testimonials should be attached. Originals will have to be shown at the time of interview.
- iii. This application should be accompanied by the University fee Receipt/Bank draft of the value of Rs. 500/- (Rs. 125/- for SC/BC of Haryana) for the posts carrying initial basic pay of Rs. 9300-34800+4200 GP and above, Rs. 300/- (Rs.75/- for SC/BC of Haryana) for the posts carrying initial basic pay of Rs. 5200-20200+1900 GP and above but below Rs. 9300-34800+4200 GP and Rs.200/- (Rs.50/- for SC/BC of Haryana) for remaining Class-IV posts in favour of Finance Officer, M.D. University, Rohtak payable at SBI, MDU Branch, Rohtak (Bank Code No. 4734), Postal orders/Money orders will not be accepted. Ex-Servicemen are exempted from the payment of this fee.
- iv. Persons in employment should send their applications through their employer. They may, however, send a copy in advance, but it must be on the prescribed application form.
- v. Incomplete form and those received after the expiry of prescribed date will not be entertained and will stand rejected summarily :
- vi. Only eligible candidates should apply for the position/post.
- vii. Use separate form for each position/post.
- viii. Prescribed qualifications may be seen on the University Website:

1. a) Post applied for _____
(Give full and correct name of the post) _____
- b) Advertisement No. _____
2. a) Name in Full (in block letters) _____
- b) Father's Name _____
- c) Mother's Name _____
3. a) Present Postal Address _____

b) E.mail Address, if any _____
- c) Permanent Address _____

d) Mobile No. _____
- e) Telephone No. _____

4. a) Date of Birth _____
 b) Age as on last date of receipt of application (..... years..... Months)
 c) Place of Birth _____
5. a) Nationality of the candidate _____
 b) Do you belong to SC/BC/Ex-Servicemen/
 Persons with Disabilities category? _____
 (if yes, attach a certificate from the competent authority)
 c) Male/Female _____
 d) Marital Status (Married/Unmarried) _____
 (if married, whether you have more
 than one living wife/husband)
6. a) Present employment, if any, with pay & grade _____
 (State whether on adhoc/temporary/probation/permanent)
 b) Date of next increment _____
 c) Name of employer _____
 d) Have you obtained prior permission of
 your present employer for submitting
 this application? _____
 e) Basic pay acceptable, if selected _____
 f) Period required for joining the post, if appointed _____
7. a) What is your mother tongue? _____
 b) Name the languages both Indian & Foreign which you can read, write and/or speak. Give particulars and
 examination(s), if any, passed in each.

Read only	Speak only	Read & Speak	Read, Write & Speak	Examination(s) Passed

8. a) Have you ever been disqualified from
 appearing in any University examination/
 undertaking University work (Say Yes or No) _____
 b) Are you a dismissed employee? (Say Yes or No) _____

9. Bank Draft (s) Nos. Date Amount Rs

OR

University Receipt No. Date Amount Rs

[ORIGINAL UNIVERSITY RECEIPT MUST BE ATTACHED WITH THIS APPLICATION]

10. **REFERENCES :** (These persons should be well acquainted with some aspect of the applicant's training
 accomplishment, capabilities and character but must not be related to the candidate. Two
 references should be listed and atleast one of them should be a citizen of India.

i) Name _____

Occupation or Position _____

Address _____

AS

16. Additional information, if any, including computer knowledge etc.

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I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which may impair my fitness for employment in the M.D. University, Rohtak.

Place

Date

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(Signature of the Candidate)

CERTIFICATE FROM THE EMPLOYER, IF ANY

The application of Miss/Mrs./Shri/Dr. who is at present working as in the (Deptt./ Organisation) is recommended and forwarded for consideration for the post of to the Registrar, M.D. University, Rohtak. In case, he/she is selected for employment in the M.D. University, Rohtak, he/she will be relieved of his/her present position

Place

Date

Signature of the Head
of the office/organisation
(Seal of Office)

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