



RAO PAHLAD SINGH COLLEGE OF ENGG. & TECH.

Approved by AICTE / Govt. of India & Affiliated to I.G.U., Meerpur

Balana, Mohinder Garh, Haryana - 123029

Telephone: 01285-241431 Fax: 241434

E-mail: rpsbalana@gmail.com, Website: www.rpsinstitutions.org

Application No. _____	Diary No & Date _____
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(To be filled by the college office)

From: (Name of applicant along with complete address)	

To
The President
Governing Body,
Rao Pahlad Singh College of Engineering & Technology,
Balana, Mahendergarh- Haryana, PIN-123029

Subject: Application for the Post of PRINCIPAL

In response to your advertisement published in the newspaper -----, ----- dated -----, I submit my candidature for the same. My resume is as under: -

01	Name (Miss/Mrs)						
02	Father's Name						
	Mother's Name						
	Husband's Name (if married)						
03	Date of Birth						
04	Age						
05	Permanent Home Address						
06	Contact No.						
07	Educational Qualifications						
Class	Year of Passing	Marks obtained / Max. Marks	% age of Marks & Division		Name of University / Board	Subject	Name of School/ College
Matric							
10+2 or equal to +2							
B.E/ B.Tech. or equivalent							
M.E./M.Tech or equivalent							
NET							

M. Phil							
Ph.D.							
USE SEPARATE SHEET, if required							

08 Experience (Only University/College Level)						
Sr. No.	Name of the Institution	From	To	Total Experience		
				Years	Months	Days
1.						
2.						
3.						
4.						
5.						

USE SEPARATE SHEET, if required

09 Experience of Administrative Responsibilities (Attach Documentary Proof)			
Sr. No.	Particulars	No. of Academic Year	Remarks
1.	Experience as Joint/Deputy/Assistant Director in Directorate of Higher Education, Haryana		
2.	Experience as Registrar or any other administrative post in any University		
3.	Experience as Head of the Higher Education Institution i.e. Officiating Principal/DDO		
4.	Experience as Associate NCC Officer in HET (s)		

10 Experience of Key Responsibilities in Colleges (Attach Documentary Proof)			
Sr. No.	Particulars	No. of Academic Year	Remarks
1	Staff Representative to Local Governing Body/VC nominee on college Governing Body		
2	Coordinator/Organising Secretary of International/National/State Conference/Events		
3	Bursar		
4	NSS (Programme Officer)		
5	YRC Counsellor		
6	Hostel Warden		
7	Member of any statutory Body of University		

11 Experience of Committees in Colleges (Attach Documentary Proof)			
Sr. No.	Particulars	No. of Academic Year	Remarks
1	Co-ordinator IQAC		
2	Editor in Chief college Magazine		
3	Members College Advisory Council		
4	Convenor, University Work Committee		
5	Convenor, Cultural Affairs Committee		
6	Convenor, Purchase/Procurement Committee		
7	Convenor, Building/Works Committee		

8	Convenor, Sports Committee		
9	Convenor, Discipline Committee		
10	Convenor, Internal (Complaint) Committee		
11	Convenor, Road Safety Club		
12	Convenor, Red Ribbon Club		
13	Convenor, Eco Club		
14	In-charge, Placement Cell		
15	In-charge Women Cell		
16	In-charge, Time-table Committee		
17	In-charge, SC/BC Committee		

(Use separate sheet)

12	Any other
	1.
	2.
	3.
	4.
	5.
	6.
	7.

Signature: _____

Date : _____

Name: _____

List of Enclosures

1		2	
3		4	
5		6	
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Note: Attach photocopies of the relevant documents/certificates in supporting of the information furnished by the candidate at Sr. No. 1 to 13.

Copy of the above alongwith all attachments to Dean, College Dev. Council, Indira Gandhi University, Meerpur, Rewari for information and necessary action please

Signature: _____

Date : _____

Name: _____

Important:

Please send Original Copy of the application alongwith self-attested photocopies of the documents/certificates etc. to The President Governing Body, Rao Pahlad Singh College of Engineering & Technology, Balana Mahendergarh-123029 (Haryana) and duplicate copy of the application along with self-attested photocopies of the documents/ certificates etc. to the Dean, College Development Council, Indira Gandhi University, Meerpur, Rewari.