



# TAMIL NADU Dr.J. JAYALALITHA FISHERIES UNIVERSITY

Vettar River View Campus, Nagapattinam – 611 002

Application for the post of .....

1) Advertisement No :

Advt. Date:

*Note: Prospective candidates are advised to study the **Instructions** carefully and then fill up the Application in all respects. No column should be left blank. **Incomplete application will be rejected.** Attach additional sheets, if required. However, information given must be precise and to the point.*

2) Fee Remittance\*:

Bank/ Place: \_\_\_\_\_ DD No/Date \_\_\_\_\_ Amount \_\_\_\_\_

If exempted, reason thereof \_\_\_\_\_

3) Name of the applicant : \_\_\_\_\_  
(in full capitals with initials expanded)

(Affix recent passport size photo duly signed by you)

4) Age : Years \_\_\_\_ Months \_\_\_\_ Days \_\_\_\_  
(As on the last date of receipt of application)

5) Date of Birth (Attach Proof) : 

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6) Nationality : \_\_\_\_\_

7) Religion : \_\_\_\_\_

8) Gender : Male  Female

9) Community : \_\_\_\_\_ (Attach Proof)

10) Address:

For communication	Permanent
State: _____ Pin: _____	State: _____ Pin: _____

Phone: R) \_\_\_\_\_ Email : \_\_\_\_\_

Phone: O) \_\_\_\_\_ Mobile: \_\_\_\_\_

\* Not applicable to the TNJFU staff

Signature of the Applicant

11) Category: SC\* BC\* MBC\* (Put Tick mark)  
ST\* Gen

(\*Attach a certificate from the competent authority prescribed by the Government of Tamil Nadu)

12) Whether Physically Challenged: Yes\* No (Put Tick mark)

\*If yes, VH OH (Put Tick Mark) Disability (%):

(\*Attach a certificate from the competent authority as prescribed under Government Rules)

13) Mother Tongue : \_\_\_\_\_

14) Medium of instruction  
in School / College : \_\_\_\_\_

15) Educational Qualification (10 Std. onwards) (Attach Proof): (Not necessary for TNJFU Staff)

Examination	Board	Month & Year of passing	Marks Obtained	Overall percentage	Class Division
SSLC/ Matric Or equivalent					
Hr. Secondary or equivalent					
Diploma, if any					

16) Educational Qualification (UG Degree onwards) (Attach Proof):

Name of the qualifying examination	Name of College/University	Year of Study		Part time / Full time	Degree / Diploma received	OGPA/ Marks/ Percent	Specialization
		From	To				
UG Degree (s)							
PG Degree (s)							

17) Ph.D. Particulars (Attach Proof):

Date of Registration	Whether Fulltime or Part time	Discipline/ Department	University	Date of Thesis submission	Year of passing/ Date of Viva-voce
Title of Thesis					

18) Post – Doctoral study / Research: (Period of 6 Months and above alone should be given).  
(Attach Supervisor’s Report):

19) Distinction / Awards/ Medals:

a) Academic distinction (e.g., prize, medal, certificate of merit, if any):

\_\_\_\_\_  
\_\_\_\_\_

Signature of the Applicant

b) Awards received in the career : (Use separate sheet if necessary)

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20) \*Teaching Experience (starting with the most recent) (Attach Proof):

No	Institute/ University/	Designation with scale of pay	Duration		Length of service			Whether UG/PG	Permanent/ Temporary/ Contract/ consolidated
			From	To	Y	M	D		
1.									
2.									
3.									
4.									
Total									

Note:\*Experience as Visiting/Guest Faculty paid on hourly/session basis not to be included, \*Research/Teaching experience obtained during the study of M.Phil./Ph.D not to be included. Service as adjunct position not to be included.

21) No of courses taught at UG & PG level (provide the list in a separate sheet)

22) Research/Industry Experience if any, the most recent (Other than as a Faculty & Ph.D. Scholar); Example as a Scientist/Research Associate, etc.) (Attach Proof):

No	Institute/ University/	Designation	Duration		Length of service			Permanent/ Temporary/ Contract/ consolidated
			From	To	Y	M	D	
1.								
2.								
3.								
4.								
Total								

23) Administrative Experience (attach Proof) (Chronological order from the most recent):

No	Designation With Scale of pay	Organization	Nature of duties	Duration			Whether overlapping with Teaching/Research Experience if any
				Y	M	D	
1.							
2.							
3.							
4.							
Total							

Signature of the Applicant

24) Present employment

Name of the Organization : \_\_\_\_\_  
 Post Held : \_\_\_\_\_  
 Date of Appointment : \_\_\_\_\_  
 Pay Level : \_\_\_\_\_  
 Temporary/or on Probation : \_\_\_\_\_  
 Length of Service in the present Scale : \_\_\_\_\_  
 Whether State / Central  
 Government/PSU / Private : \_\_\_\_\_

25) Projects Undertaken (Specify whether PI or Co-PI)

a. Research Projects (Attach Proof):

SI No.	Sponsors name	Project title	Amount Sanctioned	Period of Project	Year of completion
1.					
2.					
3.					
4.					
5.					

b. Infrastructure / Institutional Projects (Attach Proof):

SI No.	Sponsors name	Project title	Amount Sanctioned	Period of Project	Infrastructure created
1.					
2.					
3.					
4.					
5.					

c. Establishment of Dept. /Lab Farm Institute: (Attach a separate sheet if necessary)

1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

26) Thesis Supervision /Guided (Attach Proof):

SI. No	Independent experience in guiding research students	Awarded* (in figures)	Submitted (in figures)	In progress	Remarks
1.	Ph.D				
2.	M.F.Sc				
3.	M.Tech/Equivalent				

\*List of candidates shall be furnished along with details of Title of Thesis, Date of viva-Voce-and University in which awarded along with proof

Signature of the Applicant

27) Research Publications:

(a) In ISBN/ISSN numbered Journals and Books (Attach Proof):

SI. No	Publications	Published (in Nos)		
		International	National	Others
1.	Books (as the only author)			
2.	Books (co-authored with others)			
3.	Edited books (as the only editor)			
4.	Books edited with others			
5.	Chapters in edited Books			
6.	Refereed Journals			
7.	Non Refereed Journals			
8.	Refereed conference proceedings			
9.	Non-refereed conf. proceedings			
10.	Other publications (Reports)			

(b) List of articles in Google Scholar / Web of Science with 'h' index (Attach Proof):

(c) Patents filed / published / granted (Attach Proof):

(d) Technology/Product/Process developed, released and commercialized (Attach Proof):

28) Extension Publications:

SI. No	Publications	Published (in Nos)		
		International	National	Others
1.	Popular articles (English)			
2.	Popular articles (Tamil / other languages)			
3.	Technical articles			
4.	Popular Books			
5.	Popular Book chapters			
6.	Training Manuals			
7.	Pamphlets			
8.	Brochures			
9.	TV / AIR talks			
10.	Farm School on AIR			
11.	E – group /Communities			
12.	Digital community Prog.			
13.	Any other (specify)			

29) Refresher/ Short courses/Training, etc., organized and conducted (Attach Proof):

SI. No	Title of programme	Sponsoring/Funding Agency	Duration of programme*
1.			
2.			

30) Refresher/Orientation courses/Training, FDP, etc., attended (Attach Proof):

SI. No	Title of programme & Name of Sponsor	Institution in which attended	Duration of programme*
1.			
2.			

\*Note: programme less than a week not to be included.

Signature of the Applicant

31) Presentations (other than published) (Attach Proof):

SI. No	Details	National (Nos.)	International (Nos.)
1.	Invited Lectures delivered at reputed University/Institutions*		
2.	Conference Proceedings (Papers other than published)		
3.	Contributed <b>Oral</b> Presentations		
4.	Poster Presentations		

\*Lectures given at academic Staff College, Popular Platforms, Social clubs, Associations, Schools, etc., not to be included

\*\*Repeating the research papers in two places i.e. in publications as well as in presentation, will deprive marking in both places.

32) National/International Symposium/Workshops/Winter/Summer Schools organized by the applicant (Attach Proof) (Proof should be countersigned by the Head of Institution/ Dean/HOD:

SI. No	Title	Sponsors	Duration	Role
1				
2				
3				
4				

(Organizing secretary, convener, Treasurer and co-convener alone should be specified)

33) Travel or study abroad (Travel on professional activity only):

Country visited	Period		Purpose of visit
	From	To	

34) Knowledge of languages:

Languages	Speak, Read and Write	Read and Write	Ability to speak fluency

35) Assignments taken up at national & International level (Statutory positions / short-term tenure posts / Govt. of India assignments, International agencies assignments, etc.)

SI No	Position	Office	Period	Purpose / nature of work taken up

Signature of the Applicant

36) Character & Antecedents Report:

Subject	Remarks
Have you ever been subject to any disciplinary action, as a student and/or as an employee? If yes, give full details	
Do you have any writs filed and pending for disposal or disposed/ closed in the High Courts or Supreme Court? If yes, provide details	
Have you ever been dismissed/suspended from service/employment?, if so please give full details	
Were you involved in any criminal case? If yes, give full details	
Is any criminal case pending against you in the court? Or FIR in any investigation agency? If yes, give full details	

37) Names and addresses of minimum three Referees (including e-mail/phone):

- (All of them should be familiar with your Academic/Professional work. They may be contacted for getting their testimonials):

Name & Address	Name & Address
Phone: _____	Phone: _____
Email : _____	Email: _____
Name & Address	Name & Address
Phone: _____	Phone: _____
Email : _____	Email: _____

38) List of enclosures:

1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

Signature of the Applicant

## DECLARATION

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I hereby declare that I have carefully read and understood the instructions and particulars supplied to me, and that all entries in this Application, as well as, in attached sheets are true to the best of my knowledge and belief. At any stage, if any of the information furnished by me is found to be false or incorrect, suitable action may be taken against me.

If selected, I promise to abide by the rules and regulations of the TNJFU.

Date :

Signature of the Applicant

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Endorsement of the present employer with clear statements on the performance of the individual during the last 3 years (if already employed)

Signature of the employer

Office seal with date:

Name:

Designation:



**TAMIL NADU Dr. J.JAYALALITHAA FISHERIES UNIVERSITY, NAGAPATTINAM**  
**PERFORMANCE APPRAISAL FOR THE RECRUITMENT OF UNIVERSITY OFFICER**

1. Name :
2. Designation :
3. Date of birth :
4. Date of retirement :
5. Qualification :
6. Total No. of years of Service in the University
  - i) Assistant Professor :
  - ii) Associate Professor :
  - iii) Professor :
  - iv) Other services :
7. No. of Research papers published during last three years
  - i) International Journals :
  - ii) National Journals :
8. No. of Text books/Practical manuals published :
9. Experience
  - i) Teaching :
  - ii) Research :
  - iii) Extension :
  - iv) Administration :
    - a) Budget Operated :

b) Administrative reforms introduced :

c) Creation of new sections in the Department

d) Development of New Department / New courses :

e) New Land / Properties / buildings constructed for the development of the University :

10(a). No. of Projects obtained from External Funding Agencies:

Sl.No.	Name of the Scheme / Project	Name of the Funding Agency	Duration	Funds obtained

10(b). No. of Institutional Projects obtained :

Sl.No.	Name of the Scheme / Project	Name of the Funding Agency	Duration	Funds obtained

11. Project leader for Schemes funded by external agencies :

12. No. of Summer Institute/ Symposia / Workshop / Seminar etc. organized ( indicate separately) :

13. Training programmes organised :

14. Acted as Chairman / Member in University Committees :

15. Students guided

a) Ph.D.

b) M.F.Sc.

16. Additional workload as Warden / Vice- :  
President / Cafeteria / Co-Ordinator / NSS /  
NCC/ Co.OP. Stores / Off Campus  
Programme / Library / Editor etc. (details with  
period of service)
17. Patent / New strains/ Fishery Products/ new :  
Techniques / Vaccines etc. developed
18. Medals / Prizes / Fellowships received :
19. Investigation on alarming incidences such as :  
disease outbreaks/ pollution problem/ red  
tides/mass mortality of fishes/rejection of  
export products etc.
20. Notable guest lectures :
21. Name of the Foreign Countries visited on :  
invitation and purpose
22. Member in Scientific / Professional bodies :
23. Charges / Punishment and disciplinary issues :  
if any
24. Court cases filed by the individual, if any :
25. Future plan of action proposed for the post :  
applied
26. Outstanding contribution in Teaching / :  
Research / Extension / Management including  
Innovation / New ideas
27. Date of passing of ASRR Examination :  
(Proof should be attached)
28. Any other matter :

SIGNATURE