

National Insurance Academy, Pune
Application for the Post of Research Assistant on contract basis

- 1) Name:.....
[Insert full name in Block letters]
- 2) Date of Birth (attach Age proof):
- 3) Age as on **01.05.2025**:
- 4) Gender:
- 5) Nationality:
- 6) Mailing Address:
.....
.....
- 7) Permanent Address:
.....
.....

Recent passport
size photograph

Telephone No.: Office: Residence:
Mobile No.:

- 8) E-mail ID:
- 9) Aadhar Card Number [Attach Self-attested copy]:
- 10) PAN Number [Attach Self-attested copy]:
- 11) Category (SC/ST/OBC/DAP/Other)
- 12) **Qualification** [Attach Self-attested copies of the Mark sheets/certificates]
[Give full details viz. Examinations passed, University, College, Board, year of passing and percentage of marks]:

Examinations Passed	University/ College/ Board	Subjects Taken	Year of Passing	Percentage of Marks Secured

- 13) Name of organization/Institute currently working in:
- 14) Current Position in the organization/Institute:
- 15) a) Experience [Total Experience since joining the company]:
[Give Employment Record starting with present position, list in reverse order positions held in the format given herein below]

From [Year] To [Year]	Employer [Name and address]	Position held	Nature of the work	Last salary drawn and scale of salary / salary band

- b) Any special assignment /Project handled. If so, please give details:
.....
.....
.....
- 16) a) Whether any penalty has been ever imposed on you in a Departmental Enquiry Proceedings? If yes, please mention the penalty and year of imposition.
.....
- b) Is there any pending departmental enquiry against you? If so, please give details.
.....
- 17) Have you ever been convicted by the court of Law: If yes please give full details in separate sheet
.....
- 18) Are there any legal cases pending against you in your individual capacity or as employee/officer of the company. If yes please give full details in separate sheet
.....
- 19) Any other Information you want to share:
.....

20) **Certification:**

I [insert full name], certify that, this CV correctly describes me, my qualifications and my experience. I understand that this CV is one of the basis of evaluation of me for the selection for the post of Engineer on contract basis at National Insurance Academy.

I further certify that no disciplinary/vigilance proceedings are either pending or contemplated against me. There have never been any major/minor penalty awarded against me.

Signature of Candidate:

Name in Full:

Date:

Place:

(If space is insufficient under any of the items above, a separate sheet may be used)