



विद्या परं दैवतम्

**IIM**

भारतीय प्रबंध संस्थान विशाखपट्टणम

Indian Institute of Management Visakhapatnam

Andhra Bank School of Business Building, Andhra University Campus, Visakhapatnam – 530 003  
Andhra Pradesh, INDIA. Tel: +91 891 2824 444 | e-mail: staffrecruit2019@iimv.ac.in

**Application for Non-Teaching Staff Positions**

**Advertisement Ref. No. 03/2019 Dated June 05, 2019**

**Instructions:**

1. Please use the format given below only and provide complete data. No CV need be attached separately.
2. At this stage of application, please DO NOT attach/submit copies of any certificates. Such proof would be sought ONLY from short-listed applicants.

**Applying for the post of:**  Executive  
 Academic Associate

**Function/Area applying for (Refer to Section A of the detailed notification):** 1. \_\_\_\_\_  
(Choose maximum of two areas only)  
2. \_\_\_\_\_

**Category: General / SC / ST / OBC / PwD / EWS (Please tick appropriately)**

1. Name (in capital letters, with surname/last name in the end)	Space for Passport size Photograph
2. Date of Birth (dd/mm/yyyy) :	
<b>3.Address and Contact Details</b>	
Communication Address:	Permanent Address:
Pincode:	Pincode:
Phone No. (Landline):	Phone No. (Landline):
Phone No. (Mobile):	Phone No. (Mobile):
<b>E-mail:</b>	
<b>Gender:</b>	

**4. Education Details:**

Exam	Qualification Title	Subjects / Specialization (if any)	Institution/University	Mode of Study (Fulltime / Part time)	Year of Passing	Aggregate Marks / Percentage / CGPA
X Std.						
10+2/Intermediate						
Diploma						
Graduation						
Post-Graduation						
Post-Graduate Diploma						
Others (Please specify)						

*Please add additional rows if required*

**5. Work Experience Details (List in reverse chronological order)**

Name and address of the Employer	Period		Duration		Employment Type (Regular / Contractual)	Designation	Last drawn Salary (CTC Per annum) in Rs.	Key Responsibilities
	From mm/yy	To mm/yy	Years	Months				

*Please describe job responsibilities handled in detail, for every position, using additional sheets*

Experience in Officer/Executive Grade / Level and above: \_\_\_\_\_ Years; \_\_\_\_\_ Months

Total Experience: \_\_\_\_\_ Years; \_\_\_\_\_ Months

(Experience in completed months and years is reckoned as on closing date of application)

**6. Proficiency in Languages (other than English) : Please Write Yes / No**

Language	Read	Write	Speak
Telugu			
Hindi			

**7. Professional References (Not relatives) of three persons:**

- <Name, Designation, Organization, E-mail ID, Mobile No.>
- <Name, Designation, Organization, E-mail ID, Mobile No.>
- <Name, Designation, Organization, E-mail ID, Mobile No.>

**8. Statement of Purpose:** Please describe in about 800 words, why you wish to join IIM Visakhapatnam and how your qualifications & experience would be useful to the Institute in the post you are applying for.

**9. Any specific achievements/accomplishments you may wish to highlight:**

**10. Declaration:**

I hereby declare that all the statements/particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also fully understand that in the event of any information furnished being found false, incomplete or incorrect at any stage, my application/candidature is liable to be summarily rejected and if I am already appointed, my services are liable to be terminated from the post, without any notice and without prejudice to any other legal/penal action that the Institute may initiate, as deemed fit.

Date :

\_\_\_\_\_  
Signature of the applicant

Place:

Name of the applicant: \_\_\_\_\_

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