



# MAHARASHTRA NATIONAL LAW UNIVERSITY NAGPUR

(Established by Maharashtra Act VI of 2014)

## APPLICATION FOR UNIVERSITY ADMINISTRATIVE & MANAGERIAL SERVICES

**Application for the Post of:**

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**Advertisement No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### I. PERSONAL INFORMATION

1. **Full Name (in Block Letters):**

\_\_\_\_\_

2. **Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ (Age as on date: \_\_\_\_\_ years)

*(Note: For the posts of System Administrator, Junior Engineer (Electrical) and Junior Administrative Assistant- Min. age 18 years; Max. age 38 for UR, 43 for Reserved Categories)*

3. **Gender:** Male / Female / Prefer not to say

4. **Category:** UR / SC / ST / OBC / VJ(A) / NT / SBC (Enclose valid certificate)

5. **Marital Status:** \_\_\_\_\_

6. **Address for Correspondence:**

\_\_\_\_\_

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7. **Contact Details:** Mobile: \_\_\_\_\_

8. Email: \_\_\_\_\_

## II. ACADEMIC QUALIFICATIONS

Examination	Board / University	Year of Passing	% / CGPA	Specialization
SSC / 10th				
HSC / 12th				
Graduation				
Post-Graduation				

## III. PROFESSIONAL EXPERIENCE (Start from Current work experience)

Sr.No.	Organization	Designation	Scale / Salary	From	To	Nature of Duties

## V. ENHANCED SCRUTINY

1. **Statement of Suitability:** Why are you the best fit for this role at MNLU Nagpur?

(Max 200 words)

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2. **Key Professional Achievement:** Highlight one major contribution in your previous role:

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3. **Notice Period:** Minimum joining time required if selected:
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## VII. DECLARATIONS & REFERENCES

1. **References:** (Name, Designation, Contact)

1. \_\_\_\_\_

2. \_\_\_\_\_

2. **Legal:** Are there any criminal cases pending against you? **Yes** [  ] **No** [  ]

3. **No Objection:** If employed, have you attached the NOC? **Yes** [  ] **No** [  ]

I, Son / Daughter of \_\_\_\_\_ do hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge, belief and understanding. In the event of any information being found false or incorrect or ineligibility being detected before or after the Selection, the University authorities or other competent authority may cancel my candidature / appointment.

**Signature of Candidate:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Enclosures:**

1. Online Payment Reference No., Date and Bank details
2. Copy of C.V.
3. Self-Attested Photo copies of testimonials
4. NOC from the present Employer, if applicable
5. If required use separate sheets