



DAMODARAM SANJIVAYYA NATIONAL LAW UNIVERSITY
VISAKHAPATNAM-17



Application Form for Non-Teaching Post
(Please read the instructions on website before filling)

Note: Application is to be submitted in 8 sets.

*Affix Recent
Passport size
Photograph*

Post Applied for :	
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1. Registration fee (Non-Refundable)				
DD Number	Date	Amount (in Rs.)	Name of the Bank	Issuing Branch

2. Personal Details (in Capital Letters)				Sl. No. of Proof enclosed
Full Name (as per SSC certificate)				
Date of Birth (DD/MM/YY)		Age (In years)		
Gender (Male/Female)		Marital Status		
Nationality		Religion		
Category [SC/ST/BC(A/B/C/D/E)/OC/Ph(VH)/OH/HH]		Caste		
Father's Name				
Mother's Name				
Particulars of physical disability, if applicable				

3. Address (in Capital Letters):			
Mailing Address		Permanent Address	
Pin Code:		Pin Code:	
Email			
Phone No.		Mobile	

4. Present position:							Sl. No. of Proof enclosed
Designation	University/Institution	Temporary/permanent	Basic Pay (Rs.)	Gross Pay/Total Salary p.m. (Rs.)	Increment Date	Retirement Date	

5. Educational Qualifications (Matriculation and onwards):						Sl. No. of Proof enclosed
Name of the Degree/Exam	University/Institution/Board	Year of Passing	Percentage of Marks	Division/Class/GPA	Subjects	
SSC						
Intermediate						
Degree						
Post Graduate						
Other Qualification						

Please add additional sheet, if required, retaining the above tabular format.

6. Technical Qualifications:					Sl. No. of Proof enclosed
Name of the Degree/Exam	University/Institution/Board	Year of Passing	Percentage of Marks	Division/Class	
English Typing (Lower)					
English Typing (Higher)					
Telugu Typing (Lower)					
Telugu Typing (Higher)					
DCA					
PGDCA					
Other Qualification					

7. Administrative Experience: (Enclose additional sheet, if required, in the same format)					Sl. No. of Proof enclosed
University/ Institution	Designation of Post Held	Nature of assignment	Temporary/ Permanent	Length of Service	

8. Additional information, if any, in support of the application: (Please add additional sheet, if required)	Sl. No. of Proof enclosed

9. Name of Referees:			
Referee 1: Name and address		Referee 2: Name and address	
Pin Code:		Pin Code:	
Phone No.		Phone No.	
Email.		Email.	

10. Declaration:

I hereby declare that all the entries made by me in this application are true to the best of my knowledge and belief. If anything is found false at any stage, my candidature may be cancelled without assigning any reason thereof.

Date: _____

Signature of applicant

11. Endorsement by the Employer (For in-service candidates only)**Forwarded to:**

The Registrar
Damodaram Sanjivayya National Law University
Plot No-116, Sector-11,
MVP Colony, Visakhapatnam-530017
Andhra Pradesh, India

The applicant Mr./Ms. _____, who has
Submitted this application for the post of _____ is in the post
of _____ in a temporary / permanent capacity with effect
from _____ in this institution / organization. She /He is drawing Basic Pay / Pay of
Rs. _____ in the scale of _____.

Further, it is certified that no disciplinary / vigilance case has ever been held or contemplated or is pending against the said applicant. There is no objection for his/her application is being considered by the Damodaram Sanjivayya National Law University.

Date:

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(Signature of the forwarding authority with seal)

12. List of Enclosures:

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