

8. Academic Qualifications :

Degree	College / University / Institution	Year of Joining	Year of Leaving	Percentage of Marks	Class / Division

9. Professional Training (not leading to a degree) :

10. Employment Record in chronological order (Attach a separate sheet if necessary) :

Name and Address of Organization	Designation with Job Description	Dates		Period	PB & GP/ Scale of Pay with Last salary drawn	Field of Experience
		From	To	Year & Month		

11. Membership of Professional Bodies :

Name of Body	Status of Membership : (Life / Annual)

12. Special contribution/achievements, if any :

13. Names and Addresses of **two Referees** (at least one of them should be familiar with your recent work) :

	Referee 1	Referee 2
Name		
Occupation or Position		
Address		
Phone No.		
Mobile No.		
e-mail		
Fax No.		

14. Statement of Objectives: (Use separate sheets)

(A) Please indicate as to why you wish to join Institution of Engineers (India).
(Up to 200 words)

(B) How in your opinion do you meet the job requirements as advertised ?
(Up to 200 words)

15. Details of relationship (if any) with Council Member of IEI / employee working at IEI :

- (i) Name :
- (ii) Associated with IEI as :
- (iii) Relationship :

16. List of Attachments:

Self attested photo copies of certificates/ testimonials in proof of

- (i) Date of Birth
- (ii) Qualification
- (iii) Experience

Note: *Incomplete and/or erroneous applications are likely to be summarily rejected. If any query is not applicable to you, please write NA against it.*

17. **Declaration:** I hereby declare that I have carefully read and understood all the instructions of the Advertisement and that all entries in this form as well as the attachments are true to the best of my knowledge and belief. If at any point of time it is found that incorrect information has been furnished by me or there has been suppression of fact by me regarding age, qualification or experience, my candidature shall be summarily rejected or if in the employment, this shall be terminated immediately.

Date : ___/___/_____/

Place : _____

(Signature of Applicant)

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The candidate should send their application in an envelope super-scribing clearly “**APPLICATION TO THE POST OF DIRECTOR (FINANCE)**” with all relevant enclosures and this must reach the following address on or before **30 JUNE 2016** :

The Secretary & Director General
The Institution of Engineers (India)
8, Gokhale Road, Kolkata - 700 020