



**KARNATAKA VETERINARY, ANIMAL AND  
FISHERIES SCIENCES UNIVERSITY,  
NANDINAGAR, BIDAR.**

**APPLICATION FORM FOR RECRUITMENT OF OFFICERS POSTS  
(University Librarian)**

**Note:**

- a) Download the application form
- b) Fill the application form using Font Times New Roman 12
- c) Do not change the format
- d) No. of rows can be increased where ever needed

**Self Attested Photo**

Name\_\_\_\_\_

Post applied for \_\_\_\_\_

Advertisement No. & Date\_\_\_\_\_

DD No., Date & Name of the Bank\_\_\_\_\_

\_\_\_\_\_

**General:**

1. The eligibility as well as suitability of a candidate shall be considered based on the information supplied by him in his application.
2. All the items as mentioned in the application shall be supported by the relevant and authorized documents. Only such documents/records will be taken into consideration for award of marks.
3. Prescribed certificates should be obtained from competent authority on or before the last date of submission of application. In case of Centre of Excellence/Infrastructure created, certificate issued by the Vice-Chancellor in case of Universities/Directors in case of National Institutes only will be considered.
4. Any additional documents/certificates/record given after the last date for submission of filled-in application will not be considered for award of marks.
5. If a candidate has submitted more than one application prescribed for the same post before the last date, the latest application will be considered as valid for the purpose of recruitment.
6. Interviews will be conducted by the Selection Committee duly constituted as per the statutes of the University and the marks for SI. No.8 to 18 as well as for performance in interviews will, be awarded by the Selection Committee and the decision of the Selection Committee shall be final.

## APPLICATION FORM

<b>1. Name of the Officer Post applied</b>													
<b>2. Name of the candidate in full</b> (in capital letters as appearing in your degree certificate.)													
<b>3. Address</b> (to which all communication to be sent) Telephone No. with STD code/Mobile No., E-mail:													
<b>4. Are you an Indian Citizen?</b>	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table>	Yes	No										
Yes	No												
<b>5. a) Sex</b>	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Male</td> <td style="padding: 2px 10px;">Female</td> </tr> </table>	Male	Female										
Male	Female												
<b>b) Date of Birth</b> (to be supported by a copy of the valid certificate/SSLC Marks card)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <th style="padding: 2px 5px;">Day</th> <th style="padding: 2px 5px;">Month</th> <th colspan="4" style="padding: 2px 5px;">Year</th> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>	Day	Month	Year									
Day	Month	Year											
<b>6. Place of Birth and District/State to which it belongs</b>													
<b>7. Do you belong to Scheduled Caste/ Scheduled Tribe/ Backward Class [ Cat-I, II (A) , II (B), III (A) &amp; III (B)?</b>  If yes, please indicate the category and enclose a certificate in the prescribed format from the competent authority.													

**08 Academic Qualifications: Particulars of examination passed or Degree/PG Degree obtained including post graduate training, if any** (starting from first degree, to be supported by copies of certificates).

	Examination/ Degree Passed	Course Duration	Marks Obtained (%)/ OGPA	University	Year of Completion
Bachelor's					
Master's					
Doctoral					
Others like M.Phil.					

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**Field of specialization**

Masters: \_\_\_\_\_ -

Doctoral \_\_\_\_\_

**Higher Degree other than Library Science**

M.A./M.Com/M.Sc/MBA	
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**Note:** To be supported by duly attested copy of marks card/ transcript issued by competent authorities.

**09. In-service Special Awards / Medals / Recognition for Professional excellence in the cadre of Assistant Librarian and above**

Name of the Awards / Medals / Recognitions	Whether University/ Higher training academic Award Awards)	Whether Individual award	Whether Team Award If yes or you the leader or associate member?

**Note:** To be supported by duly attested copy of documents issued by competent authorities.

**10. Experience in the field of Library Science/ Information Science/ Documentation**

Cadre	University/ College	Period		Duration	Remarks
		From	To		

**Note:** To be supported by duly attested copy of documents issued by competent authorities.

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**11. Out Station Service** (other than A, B class cities) in cadre of Deputy Librarian above

College/ Institutes	Place / Taluk / District	Mention whether C or Other Class city	From	To

**Note:** Enclose certificate issued from the competent authority for outstation service.

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**12. Scientific Publication**

(Enclose separate sheet for list of publications as detailed below).

Particulars of Publication	Number of Publications	
	Name within 3 authors	Name above 3 authors
a) Books/ Bibliographies		
b) Articles published in referred International Journals		
c) Articles published in referred National Journals		
d) Papers presented at conference/ seminar etc		
e) Chapters in standard books		
f) Other publications if any		

**Note:** a) All the publications mentioned above should have been published as on the last date prescribed for submission of filled-in application.

b) The first three authors in all the above cases will get full marks, while, the rest of the authors will get 50 per cent of the marks allotted to each item.

**13. Special Attainment in the Field (in the cadre of Assistant Librarian and above).****List of special achievements**

- Offering Orientation courses for UG/PG to the Students
- As an Expert in the Selection Committees of ICAR/UGC/SAU's
- Conducting book exhibition on special occasions
- Major advisor/Guide for M.Phil/ Ph.D,
- Creation of Databases/Digitization
- Innovative library services
- Any other special achievements related to above

Year of Service as Assistant Librarian and above cadre (From the date of Joining to the cadre)	Mention the special achievements attained from the above list	Remarks
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		
3 <sup>rd</sup> Year		
4 <sup>th</sup> Year		
5 <sup>th</sup> Year		
6 <sup>th</sup> Year		
7 <sup>th</sup> Year		
8 <sup>th</sup> Year		
9 <sup>th</sup> Year		
10 <sup>th</sup> year		
11 <sup>th</sup> year		
12 <sup>th</sup> Year		
13 <sup>th</sup> Year		

**Note:1.** To be supported by duly attested copy of documents issued by competent authorities.

2. Mention whether leader or Associate in creation of Databases/ Digitalization

**14. Exposure of conducting / organizing** Symposia/Seminars/Summer Institute/ Winter Institute/Refresher course/ Workshop / Training Programmes (in the cadre of Assistant Librarian and above).

Events	Mention the level (International/ National / University)	No. of events organized			No. of events Participated as resource person
		Leader/ Director	Assoc Leader/ Director	Co-Director	

**Note:** Furnish details on a separate sheet by enclosing certificate(s) issued from the competent authorities

**15. Languages Known**

Read	Write	Speak	Examination Passed

**Note:** To be supported by duly attested copy of documents issued by competent authorities.

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**16. Reference** (Furnish the name and addresses of three persons not related to you)

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- 1)
- 
- 2)
- 
- 3)

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**17. Additional Remarks, if any:**

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<b>18 a) Was there any criminal case against you in past ?</b> If yes, give details.	<table border="1"><tr><td>Yes</td><td>No</td></tr></table>	Yes	No
Yes	No		
<b>b) Is there any criminal case pending against you ?</b> If yes, give details.	<table border="1"><tr><td>Yes</td><td>No</td></tr></table>	Yes	No
Yes	No		

Strike out whichever is not applicable in case of Yes / No answers.

I hereby declare that information furnished in this Application Form and the additional information furnished above are true to the best of my knowledge and belief. In case if the information are proved to be false, I shall undertake that may be punished in accordance with law.

Place:

Date:

Signature of the applicant

**FORWARDAL CERTIFICATE FROM THE EMPLOYER**

(Applicable to those candidates other than the Employees of KVAFSU, Bidar)

Certified that Smt./ Sri / Dr. \_\_\_\_\_  
is working in this Department / Institution / Organization as \_\_\_\_\_  
\_\_\_\_\_ w. e. f. \_\_\_\_\_ in the  
scale of Rs. \_\_\_\_\_ He / She is at present drawing a basic  
pay of Rs. \_\_\_\_\_ The DA and other allowance  
amounting to Rs. \_\_\_\_\_ .

We have no objection in forwarding his / her application for a post in the KVAFSU, Bidar

The confidential report of the employee for the past five years are \*satisfactory / not  
satisfactory. The regular confidential reports will be mailed within 15 days.

\* Strike out whichever is not applicable.

Date:

Place:

Signature and Designation with seal

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**FORWARDAL CERTIFICATE FROM THE EMPLOYER**

(Applicable to candidates Employed in KVAFSU, Bidar)

Certified that Smt. / Sri / Dr. \_\_\_\_\_  
is working in this Office / College / Research station / Unit as \_\_\_\_\_  
\_\_\_\_\_ w. e. f. \_\_\_\_\_  
in the scale of Rs. \_\_\_\_\_ He / She is at present  
drawing a basic pay of Rs. \_\_\_\_\_ .

Date:

Place:

Signature and Designation with seal

**Information for the candidate applying for Officers post in the KVAFSU, Bidar**



1. The in service / outside employee candidates should submit their applications through their controlling Officer / employer. They should also ensure that the applications should reach the University on or before the last date prescribed. If any delay in sending the application through proper channel is anticipated, an advance copy of the application should be sent within the last date prescribed. Further, they should ensure that their confidential reports of proceeding five years (from the year of this application) shall reach the University from their employer as indicated in the forwardal certificate.
2. The University reserves the right of filling up of all or any of the posts advertised.
3. Applicants are required to submit the attested copies of the marks cards of different examinations and copies of the certificates furnishing the service particulars along with the application. Candidate with Marks cards of degree (UG / PG)) other than 10 point scale should compulsorily submit the certificate of equivalent percentage issued by the concerned authority of the University.
4. The interview / selection of the candidates is as per the University rules and is subject to fulfillment of qualifications and eligibility conditions prescribed by the University in accordance with the Act / Statue / Govt. orders and as amended from time to time.
5. The score card prescribed for the officer post as notified by the University.
6. Applicants called for interview are required to appear before the Selection Committee at their own cost with all original certificates / documents.
7. The terms of office shall be for a period of 4 years.
8. The selected candidates will be on probation for one year from the date of joining.
9. The allowances for the officer posts shall be as per the University rules and as amended from time to time.
10. Conditions of service in the University shall be as prescribed under the statutes of the University.
11. Any pressure brought on the Members of the Selection Committee or the Members of the Board of Management by a candidate will disqualify the candidate for the post.

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