



SRI VENKATESWARA VETERINARY UNIVERSITY, TIRUPATI
Administrative Office, Dr.Y.S.R. Bhavan, Tirupati, Andhra Pradesh – 517 502

Application form for University Officers Posts
(Before filling the application, please read the instructions carefully)

Details of Application Fee:

Bank D.D. No.:
Amount : Rs.
Date :
Drawee Branch:

Affix latest passport
size Photograph

PART – A

(Submit five copies with necessary enclosures as indicated)

1. Post applied for :
(Give full name of the post)
2. Name in full (in block letters) :
3. Address for correspondence :
(in block letters)
(Candidates who apply from
abroad should give their
address for correspondence in India)
E-mail ID :
Mobile No :
4. Permanent Home Address :
5. a) Father's Name :
b) Mother's Name :
c) Husband's name in case of
Married Woman :
6. Nationality of Candidate :
7. a) Date of birth :

- b) Place of birth :
- c) Mother tongue :
8. a) If you are employed, your Present designation :
- b) Name and address of your present employer (Person, Office, Institution or Firm) :
- c) Whether the application is routed through your employer :
- d) If selected, please state when you can join :
9. Name and address of two references Known personally to you but not related (if you are employed, your present Employer Must be one of the references) :
10. Have you ever been prosecuted, kept Under detention, fined, convicted by a Court of law any University, Public Service Commission from appearing at its examination appearing at its examination / Selection? Is any case pending against you in any court of law at the time of filling up of this application form? (If the answer is "Yes" full particulars of the case, detention, fine, conviction, sentence, etc. should be given)
11. Have you executed a bond to serve your Present organization? If so, mention the Terms & conditions
12. List of certificates and testimonials (attested copies) attached (not more than two)
- 1.
 - 2.

I certify that the above information is true and correct to the best of my knowledge and belief. I am liable for appropriate legal action, if any information furnished above is found false at any time.

Place : _____

Signature of the Candidate

Date : _____

PART-B

(Submit five copies with all enclosures)

1. a) Name of the post applied for :
- b) Name of the candidate (in block letters) :
- c) Date of Birth :
- d) Present Basic Pay +AGP :

2. **Details of academic qualifications** :

Give in the tabular statement below particulars of the examination passed from Graduation (if The University from which you obtained your Degree does not award marks but only grades and point average and against maximum marks, give the points per credit hour corresponding to grade (A)

	(1)	(2)	(3)
Examinations:	B.V.Sc./B.Tech.(dairying)/ B.F.Sc. or equivalent`	M.V.Sc. / M.Tech. (Dairying/ M.Sc.(Dairy Microbiology) M.F.Sc.	Ph.D.
Name of the College			
Name of the University			
Year of passing			
Maximum Marks/OGPA			
Marks/OGPA obtained			
Percentage of Marks			
Division			
Subject of specialization			
Distinction, Prizes, Scholarships obtained during the study			

Attach certified copies of the detailed marks list(or transcripts) of all the examinations passed.

3. **Additional qualifications over and above than those prescribed for the post**

- i. Additional Higher University degree like MBA, PG Diplomas etc;
- ii. Overseas Post Doctoral fellowship/ Visiting Scientist (> 6 months)

4. Employment Record

A) Details of service rendered by the applicant in different cadres clearly with name of the organization, cadre, scale of pay, period including date, month and year (**enclose proof as Annexure-1**)

Sl. No.	Designation of post held and place of work	Date of joining	Date of leaving	Period			Scale of Pay and Salary drawn
				DD	MM	YY	
1							
2							

B) Abstract of Service rendered in various cadres

Sl No	Particulars	Period in Years
1	Total experience in different cadres :	
2	Total experience only in the cadre of Professor	
3	Administrative experience	
	a) As University Officer	
	b) As Associate Dean	
	c) Head of Research Stations/KVKs/ Research labs/Polytechnics with drawing powers in the Cadre of Associate Professor and above	
	d) Head of the Departments of Colleges as Professor	
4	Other Service	
	a) Service in remote areas	
	b) Farm Service in the cadre of Associate Professor and above	

5. Awards/medals/Honours received in different cadres (**Enclose proofs as Annexure-2**)

A. International Awards: (Mention only those awarded by FAO, UNO, WHO and other institutes of international repute)

S.No	Name of the Award	Year	Awarded by (Name of Organization)
1			
2			

B. National level Awards: (Mention only those awarded by ICAR, CSIR,DST,DBT or other Central Govt Organizations/institutes and do not include awards of private organizations)

S.No	Name of the Award	Year	Awarded by (Name of Organization)
1			
2			

C. State level Awards (Mention only those awarded by the State Government)

S.No	Name of the Award	Year	Awarded by (Name of Govt Dept)
1			
2			

D. University level Awards (Mention only those awarded by the University)

S.No	Name of the Award	Year	Awarded by (Name of University)
1			
2			

E. Awards of Professional society/body of Scientific involvement (not private societies/bodies)

S.No	Name of the Award	Year	Awarded by (Name of Society/body)
1			
2			

F. Any other awards in form of Fellowships: (Mention those awarded by the Recognized Govt Associations/ Societies or Scientific professional Associations/ Societies)

- 1.
- 2.

6. Academic/Research/Extension achievements in the cadre of Professor and above

A. Teaching: (Enclose proofs as Annexure-3)

I. PG/Ph.D Guidance:

a. Guidance of PG Students

i. As Chairman

- 1.
- 2.

ii. As Member

- 1.
- 2.

b. Guidance of Ph.D Students

i. As Chairman

- 1.
- 2.

ii. As Member

- 1.
- 2.

II. Organizing Summer/Winter School/National Training Programs

Sl No	Name	Year	Duration	Sponsored by (Name of agency)
1				
2				

III. Conducting Scientific Conference/Seminar/Workshop of National Level as Chairman / Organizing Secretary

Sl No	Name	Year	Duration	Sponsored/Organized by (Name of agency)
1				
2				

B. Research: (Enclose details as Annexure-4)

Sl No	Details of Research Project			
I	External Funded Research Projects handled granted through Competitive Research Grants like ICAR, DBT, DST, UGC etc.,(Other than state plan or RKVY projects)	Role as PI/CoPI	Year	Amount in Rs
	1.			
	2.			
II	RKVY/State/University funded projects			
	1.			
	2.			
III	Patents obtained with details			

C. Extension: (Enclose proofs as Annexure-5)

- a. Organizing Kisan Melas:
- b. Organizing Exhibitions:
- c. Organizing NSS Camps as Coordinator
- d. TV Programmes on Scientific issues approved by SVVU
- e. Radio Programmes as approved by SVVU

7. Publications and other Scientific material or media developed in the cadre of

Professor and above (Enclose the list of publications along with proof in the following order duly indicating the place of publication as Annexure- 6 as per the format indicated in the instructions to the candidates)

- A. Research papers published in peer reviewed journals/NAAS rated/Impact factored/SVVU Journal

Type of Publications	As First Author	As Second Author and above	Total
a) International Publications			
b) National Publications			

B. Short Communications/Research Notes published in peer reviewed journals

Type of Publications	As First Author	As Second Author	Total
a) International Publications			
b) National Publications			

C. Paper presented or published in Seminars/Symposia/Conferences

i. International

S. No	Title of the paper	Year	Place and country of event	Theme of Seminars/Symposia/Conferences
1				
2				

ii. National

S. No	Title of the paper	Year	Place of event	Theme of Seminars/Symposia/Conferences
1				
2				

D. Books /Book Chapters/Monographs Published (with ISBN indication) by individual as Author

i. Books

S. No	Names of authors	Title	Publisher Name	Year of Publication	ISSBN No.	Pages
1						
2						

ii. Book Chapters

S. No	Names of authors	Title	Publisher Name	Year of Publication	ISSBN No.	Pages
1						
2						

iii. Monograph (Do not include Lab Manuals or lecture notes)

S. No	Names of authors	Title	Publisher Name	Year of Publication	ISSBN No.	Pages
1						
2						

E. Extension Bulletins

- 1.
- 2.

F. Research Bulletins

- 1.
- 2.

G. Training manuals

- 1.
- 2.

H. e-Apps developed which are useful for Farming community or Farm scientists

- 1.
- 2.

I. Digital extension modules prepared which are useful for Farming community or Farm scientists

- 1.
- 2.

8. **Other significant contributions as Professor and above** (Enclose evidences for the following claims as Annexure-7)

i. Representing the Universities by being member of

a. Board of Management

- 1.
- 2.

b. Academic Council

- 1.
- 2.

c. Research Extension Council

- 1.
- 2.

d. Accreditation committees of other SAUs/SVUs/VCI/National Institutions

- 1.
- 2.

ii. Member of selection Committees of SAUs/SVUs/National Institutions like ICAR/ASRB/IVRI/NDRI etc

- 1.
- 2.

iii. Member of high power committee appointed by State/Central Govts with details

a. Central Govt committees

- 1.
- 2.

b. State Govt . Committees

- 1.
- 2.

iv. Chairman of University level Committees appointed by University

- 1.
- 2.

- v. Assets Generated/Income generated as Incharge Coordinator (Indicate source and value of Assets and amount of income generated duly indicating the activity)

Sl No	Activity	Source of funds/income	Year	Value in Rs
A	Assets generated			
1				
2				
B	Income generated			
1				
2				

- vi. Editor/Member of editorial boards of reputed Journals (not as referee)

Sl No	Name of the Journal	Place of the Publications	Editor or member

- vii. Director of Centre for Advanced Faculty Training/Centre for Advanced studies/ Niche areas of Excellence

- 1.
- 2.

- viii. President/Secretary/Treasurer of National Scientific organizations/ Professional Associations

Sl No	Name of Scientific organizations/ Professional Associations	Role as President / Secretary/ Treasurer	From	To
1				
2				

- ix. Academic adviser (UG/PG)/Warden/Officer of student Activities/Office incharge of Placement cell/NSS Officers/TO to VC /University officers in the cadre of professor only;

Sl No	Assignments	From	To
1	Academic adviser (UG/PG)		
2	Warden		
3	Officer i/c of student Activities		
4	Office i/c of Placement cell		
5	NSS Officer		
6	TO to VC /University officers		

- i. Establishing new institutions/new farms/New capacity building activities (Clearly mention the role played for establishing new institutions/new farms/New capacity building activities)
- a.
 - b.

9. **Any other details not mentioned above**, which you think, will strengthen your claim for this appointment (Enclose proof as **Annexure-8**) :

10. Justify your claim for the present post

Certified that the above particulars are correct

Place: _____

Date: _____

Signature of the Candidate

ABSTRACT OF ANNEXURES

Sl No	Annexure No	Particular of Annexure	Page No
1	Annexure 1	Details of service rendered by the applicant in different cadres	
2	Annexure 2	Awards/medals/Honours received in different cadres	
3	Annexure 3	Teaching achievements in the cadre of Professor and above	
4	Annexure 4	Research achievements in the cadre of Professor and above	
5	Annexure 5	Extension achievements in the cadre of Professor and above	
6	Annexure 6	Publications and other Scientific material or media developed in the cadre of Professor and above	
7	Annexure 7	Other significant contributions as Professor and above	
8	Annexure 8	Any other details to strengthen the claim	

Date :

Signature of the Candidate

INFORMATION & INSTRUCTIONS TO THE CANDIDATES

1. The University reserves the right not to fill up all or any of the posts advertised.
2. For reckoning the required experience for the post, the experience in the concerned subject or discipline in teaching or extension or research shall only be considered as relevant experience.
3. Certified copies of degree or provisional certificates and marks sheet / transcripts should be enclosed to the application. The originals should be brought at the time of interview.
4. Applicants should send their application through proper channel so as to reach the University within the prescribed date. The in-service candidates of SVVU may send their applications directly.
5. Applicant should appear for interview, when called, at their own cost.
6. Selected candidates will be governed by SVVU (Conditions of Service) Regulations, 2007 and such other conditions as may be prescribed by the University from time to time.
7. Documents to be submitted along with the application:-
The following documents / information invariably need to be submitted for consideration by the University:-

- i) Employment Record (details of service rendered by the applicant in different cadres clearly with name of the organization, cadre, scale of pay, period including date, month and year) in the following format with attested copies.

Sl. No.	Designation of post held and place of work	Date of joining	Date of leaving	Period			Scale of Pay and Salary drawn
				DD	MM	YY	

- ii) List of publications (as first, second, third and fourth author: with the information regarding title of publication, year, nature of publication, name of the journal / publication, Vol. & Pg. Nos. & Place of publication of journal / book etc.) in the following format separately for research papers and short communications along with reprints.

Sl. No.	Authors (as given in the publication)	Year	Title of the publication	Nature of the Publication	Name of the Journal / Publication	Vol. No. & Page Nos.	Place of publication of the journal / book etc.
---------	---------------------------------------	------	--------------------------	---------------------------	-----------------------------------	----------------------	---

- iii) Enclose Annual Confidential Reports for the past 5 years from the head of the institution.

Place: Tirupati
Date:07.08.2017

Dr.G.GANGARAJU
REGISTRAR (FAC)