

National Institute for Micro, Small and Medium Enterprises (ni-msme)

An organization of Ministry of MSME, Govt. of India & ISO 9001:2015 Certified

Yousufguda, Hyderabad-500 045, Telangana, India

Website: www.nimsme.org, e-mail: nimsme-admn@nimsme.org

Phone: 040-23633213/258

**APPLICATION FORM FOR THE POST OF
Chair, Centre of Financial Inclusion**

1. Name (in BLOCK LETTERS):
2. Father's Name :
3. Date of Birth :
4. Age : years
5. Gender : Male/Female/Third Gender (✓ the option)
6. Marital Status : Married/Single (✓ the option)
7. a. Nationality :
b. Religion :
8. a. Address for communication:

b. Permanent Address :

9. Contact details

a. Mobile No : Alternate Mobile No:

b. e-mail Id :

Alternate e-mail Id :

10. a. Aadhaar No :

b. Passport No :

*Affix here a recent
passport size
Photograph.*

11. **LinkedIn Profile:**

12. Educational & Professional qualification: Start with Highest Degree. (Enclose separate sheet, if necessary)

Exam Passed	Board/University	Year of Passing	Specialization	% of marks / CGPA	Class

13. Work Experience: Employment history from present employment to first employment

(enclose separate sheet,if necessary).

Employer (with address)	Designation	Brief description of duties	Date of Joining	Date of Leaving	Reasons for leaving

14. Present position:

Name of the organization and address	Name of Post/ Designation	Pay Scale (if applicable)	Total salary per month	Date of appointment	Permanent or temporary

16. Have you applied for any other post(s) at **ni-msme** earlier? YES / NO

(If applied during last five years, please mention details)

Advt. No.	Date of Application	Post applied for	Whether called for Interview	Date of Interview

17. Have you been outside India? If Yes, please provide details below:

Country visited	Period of visit	Purpose of visit

18. a) No. of Conferences/Training Programmes attended (specify numbers only):

(i) International :

(ii) National :

(iii) Others :

b) Publications (specify numbers only):

1. International :

2. National :

3. Others :

19. Languages Known:

Language	Read	Write	Speak

20. Awards, Honors and Major achievements, if any (not exceeding 200 words):

21. Affiliation with Professional Agencies/ Bodies:

22. A brief write up (not exceeding 200 words). (Enclose separate sheet if necessary):

a. Suitability of experience/expertise as Chair to head the Centre.

b. Vision and action plan for the centre

23. Name and Address of two Referees for verifying your credentials:

A. Name :

Occupation :

Contact No :

Email:

B. Name :

Occupation :

Contact No :

Email:

DECLARATION

I hereby declare that the information furnished in this Application is true to the best of my knowledge and belief. If, at any stage, they are found misleading or false, my candidature or appointment to the post may be rejected/cancelled.

Place

Signature of applicant

Date

Name (Block Letters)

Checklist of enclosures

1.	CV (Not exceeding two pages of A4 size)	YES/NO
2.	Certificate in support of date of birth	YES/NO
3.	Educational Certificates (Essential/Desirable)	YES/NO
4.	Experience Certificates	YES/NO
5.	Other enclosures in support of your application, if any	YES/NO
6.	Awards and Achievement certificates, if any.	