

**APPLICATION FOR THE POST OF DIRECTOR
NATIONAL INSURANCE ACADEMY, PUNE**

CURRICULUM VITAE

Recent passport
size photograph

1. FULL NAME (BLOCK LETTERS)	MS/ MR / DR
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2. PERSONAL DETAILS

Date of Birth (DD/MM/YYYY)		Age as on 01/07/2024 (YY/ MM)			
Gender		Nationality			
Father's Name					
Mother's Name					
Address for Correspondence					
District		State		Pin Code	
Permanent Address					
District		State		Pin Code	

3. CONTACT DETAILS

Phone No.		Mobile No	
Email Id			

4. EDUCATIONAL QUALIFICATION DETAILS

Exam Passed	Subject / Stream	Name of University / Board / Institute	% of Marks / CGPA	Year of Passing	Class / Grade

5. DO YOU POSSESS PhD. QUALIFICATION? (YES / NO)	
If yes, then mention (i) Research Area, ii) Thesis Title, iii) University & Dept. and iv) Date of Award	

6. DETAILS OF PROFESSIONAL QUALIFICATION			
SR. NO	QUALIFICATION	AWARDING BODY	DATE OF AWARD

7. WORK EXPERIENCE DETAILS (Chronologically, starting with Latest Position held)					
Period (MM/YYYY)		Organization Name	Designation	Job Profile	Total Exp. In MM/YY
From	To				
INDUSTRY WORK EXPERIENCE					
ACADEMIC WORK EXPERIENCE					
Total Work Experience in (YY/MM)					
Out of above, (i) Association with <i>Academic/Training Institutions</i> , if any (YY/MM):					
(ii) Post-Doctoral experience (YY/MM):					

8. DETAILS OF PUBLICATIONS (Please mention Articles, Journals Publications, Books, separately. Attach additional sheet, if required)	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

9. Details of Present / Last employment	
1) Name of Employer	
i) Period	From (MM/YY) _____ To (MM/YY) _____
ii) Designation	
iii) Scale of Pay and Basic Pay (P.M.)	
iv) Dearness Allowance	
v) Other Allowances	
vi) Total Salary (P.M.)	
vii) Type of Organization (Please specify) whether Govt/Pvt/Public Sector/ Autonomous/ University etc.	

10. Any other information you may wish to add (Membership of societies, awards, recognition, etc.)	
11. A Statement of Purpose (in not more than 500 words) on how you propose to develop NIA. Please attach a separate signed sheet.	

12. DECLARATION:

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I certify that no disciplinary/ vigilance/criminal proceedings are either pending or contemplated against me. I have not been awarded any major/minor penalty during my service. I understand that if at any stage, it is found that any information given in this application is false / incorrect or that I do not satisfy the eligibility criteria prescribed in the advertisement, my candidature / appointment is liable to be cancelled / terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

Place	
Date	
Signature	(Kindly paste scanned signature in this box)

[The form duly completed and typed may be sent by mail to app.dir2024@niapune.org.in on or before the due date]

(Please see overleaf for General conditions)

General Conditions:

1. Candidates who are in service of Government owned / public sector insurance company / institution shall produce a **No Objection Certificate** from their employer at the time of Interview.

The Selected candidate will have to submit a proper discharge certificate in prescribed Proforma before appointment.

2. Only shortlisted candidates shall be called for personal interaction. Mere fulfillment of eligibility criteria does not entitle candidates to be called for personal interaction.
3. The Academy reserves the right to cancel the recruitment process at any time without assigning any reason.
4. Self-attested copies of certificate in support of educational and professional qualifications, date of birth and experience should be scanned and attached to the application. Short listed candidates will have to bring the original certificates at the time of interview.
5. Applications received after the due date shall be summarily rejected.
6. The decision of NIA in all matters relating to the selection process shall be final and no correspondence shall be entertained in this regard.

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