

Application for the Post of Faculty Member (Life Insurance), on contract basis

1) Name:.....

[Insert full name in Block letters]

Recent passport
size photograph

2) Date of Birth (attach Age proof):

3) Age as on **01.05.2025**:

4) Gender:

5) Nationality:

6) Mailing Address:

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7) Permanent Address:

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Telephone No.: Office: Residence:

Mobile No.:

8) E-mail ID:

9) Aadhar Card Number [Attach Self-attested copy]:

10) PAN Number [Attach Self-attested copy]:

11) Category (SC/ST/OBC/DAP/Other)

12) Qualification [Attach Self-attested copies of the Mark sheets/certificates]

[Give full details viz. Examinations passed, University, College, Board, year of passing and percentage of marks]:

Academic:

Examinations Passed	University/ College/ Board	Subjects Taken	Year of Passing	Percentage of Marks Secured

Technical:

Examinations Passed	Institution	FIII / AIII or equivalent	Year of Passing	Percentage of Marks Secured

- 13) Membership of Professional Associations/Institutes:
- 14) Trainings attended in other external institutions:
- 15) Name of organization/Institute currently working in:
- 16) Current Position in the organization/Institute:
- 17) a) Experience [Total Experience since joining the company]:

[Give Employment Record starting with present position, list in reverse order positions held in the format given herein below for the last 25 years]

From [Year] To [Year]	Employer [Name and address]	Position held	Nature of the work	Last salary drawn and scale of salary/salary band

- b) Any special assignment /Project handled. If so, please give details:

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- 18) Work Undertaken that Best Illustrates Capability to handle the responsibility to be undertaken in the post applied:

Name of Assignment/ job or project	Year Location	Employer	Main project features	Positions held	Activities performed

- 19) a) Whether any penalty has been ever imposed on you in a Departmental Enquiry Proceedings? If yes, please mention the penalty and year of imposition.
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- b) Is there any pending departmental enquiry against you? If so, please give details.
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- 20) Have you ever been convicted by the court of Law: If yes please give full details in separate sheet
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- 21) Are there any legal cases pending against you in your individual capacity or as employee/officer of the company. If yes please give full details in separate sheet
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- 22) Any other Information you want to share:
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23) **Certification:**

I [insert full name], certify that, this CV correctly describes me, my qualifications and my experience. I understand that this CV is one of the basis of evaluation of me for the selection for the post of Faculty Member on contract basis at National Insurance Academy.

I further certify that no disciplinary/vigilance proceedings are either pending or contemplated against me. There have never been any major/minor penalty awarded against me.

Signature of Candidate:

Name in Full:

Date:

Place:

(If space is insufficient under any of the items above, a separate sheet may be used)

Submission of an application, participation in the interview process, or any related discussions or communications with the Academy shall not be construed as an offer, promise, or guarantee of employment. The Academy reserves the sole discretion to make employment decisions based on its evaluation and organizational needs. No right to seek or claim employment shall arise unless and until a formal written offer of employment is extended and duly accepted.