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| **sgbau_logo** | **Sant Gadge Baba Amravati University,**  **Amravati** |

Photo

**Application for the Post of Vice-Chancellor**

I. **GENERAL INFORMATION :**

|  |  |  |
| --- | --- | --- |
| A | Full name of the applicant (In capital letters), with initials expanded, as in official records |  |
| B | Date of Birth |  |
| C | Present Post |  |
| Designation and Grade |  |
| Date from which Held |  |
| Name of the Organisation |  |
| D | Address for communication |  |
| E | E-mail ID |  |
| F | Telephone numbers for contact including STD Code |  |
| Office |  |
| Residence |  |
| Mobile |  |
| G | The Indian languages that the applicant is able to speak fluently and read |  |
| H | Whether any case is pending against you in any court of law and whether you have ever been convicted by a Court of Law for any offence? If so, give details thereof. (***it is mandatory to reply this***) |  |

**Note: Please Enclose,**

1. No Objection Certificate for application from the parent department / organization / Institution and,
2. A certificate from the parent Department / Organization / Institution to the effect that no departmental enquiry is proposed or pending against you.

**II. PERSONAL INFORMATION** :

PART –A

**Essential Qualifications and Experience**

1.**Educational Qualifications**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Examination / Degree** | **Board / University/ Institute** | **Subjects / Specialization** | **Month & Year of Passing** | **Division / CGPA** | **Marks in %** |
| Secondary School Certificate |  |  |  |  |  |
| Higher Secondary School Certificate |  |  |  |  |  |
| Graduation |  |  |  |  |  |
| Post Graduation |  |  |  |  |  |
| Ph.D. |  |  |  |  |  |
| Any other |  |  |  |  |  |

**2.Experience in the field of Higher Education during last 15 years in teaching and research in a university / well – established institution of repute and / or at the undergraduate and post – graduate level.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **University / Institution\*** | **Post** | **From** | **To** | **Total (in years and months)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total Experience** | | | |  |

\*Name of the University / Institution:- If space provided for entering the name of the University is insufficient, use abbreviations in the column and expanded forms as foot note below the table.

**3. Details of research publications in peer-reviewed / refereed international research journals after Ph.D. and / or published quality books in a recognized discipline, referred for study in higher education at the National / International level.**

3.1 Research publications in peer-reviewed / referred international research journals after Ph.D

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Title of the publication** | **Name of the international journal** | **Month and year of publication** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

\*Please attach additional sheets for details of research publications in international journals after Ph.D , if space provided is not adequate.

3.2 Details of published quality books / book chapters in a recognized discipline, referred for study in higher education at the National / International level :

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.No.** | **Title of the book / book chapters** | **Name of the publisher** | **Institutions where referred for study** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

**4.Details of administrative experience in the field of Higher Education not below the rank of Professor and head of the Department in a University / Principal (in Professor’s Grade) of a Senior college / Head of a national / international institution of Advanced Learning.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.**  **No.** | **Post** | **Period From … to .. (dates and duration)** | **Name of the University / Colleges/Institution & Location** |
| 1 | Professor |  |  |
| 2 | Head of the Department in a University |  |  |
| 3 | Principal (in Professor’s Grade) of a Senior College |  |  |
| 4 | Dean |  |  |
| 5 | Director |  |  |
| 6 | Head of a National / International Institution of Advance Learning |  |  |

**5.Details of major research projects executed by the Candidate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr.**  **No.** | **Title of the project** | **Project Value**  **(Rs.in lakh)** | **Granting agency** | **Date of start** | **Date of Completion** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |

Note : If space provided in the column is insufficient please use abbreviations and expansions in the foot note. Please attached additional sheets and furnish information in the same proforma, if necessary.

**6. Details of experience of working with international bodies or international exposure through participation in workshops, seminars or conferences held outside the country**.

6.1 Working with International Bodies:

|  |  |  |
| --- | --- | --- |
| **Sr.No.** | **Name of the international body** | **Nature of experience** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

6.2 **International exposure through participation in workshops, seminars or conferences held outside the country:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.No.** | **Title of Workshop / Seminar / Conference** | **Month & year** | **Place** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

Note: Please attach additional sheets in similar proforma, if necessary.

7. **Experience of organizing events such as workshops, seminars, conference at an international level within the country in the field of higher education.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No** | **Title of workshop / seminar / conference** | **Month & Year** | **Place** | **Role assigned (to you) in organizing the event** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |

**8. Demonstrated experience in leadership**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Brief description of nature of leadership activity and role played** | **Documented evidence of achievements in leadership** |
| 1 |  |  |
| 2 |  |  |

**Note: Please attached additional sheets containing information in similar proforma for other relevant activities.**

**9. Three References: Applicant shall give names of three references to whom reference could be made, in case the committee considers it necessary.**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Name** | **Email ID & Contact Number** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |

**PART – B**

**Desirable Experience**

**10. Experience of working on the Statutory Authorities / forums of a university such as Board of Studies, Academic Council, Management Council or Executive Council of Board of Management, Senate, etc.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr.No.** | **Institution\*** | **Statutory forum / authority and position** | **From** | **To** | **Total ( in years and months)** |
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**11. Demonstrable experience of handling Quality issues, assessment and accreditation procedures, etc.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No.** | **Area** | **Institution** | **Duration (From … to) and total period** | **Achievements and evidence therefor** |
| **1** | **Quality issues** |  |  |  |
| **2** | **Assessment and accreditation procedures** |  |  |  |
| **3** | **Any other issue (Please specify)** |  |  |  |

Note : Please attach separate sheet if space provided is not adequate.

12. **Experience to guide Ph.D. students**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No.** | **Student** | **Thesis title** | **Period of Guideship** | **Ph.D awarded in** |
|  |  |  |  |  |
|  |  |  |  |  |
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13. **Experience at the State or national or international level in handling youth development work such as organizing student-centric activities for their all-round development and for providing them rich campus life as envisaged in the Maharashtra Public Universities Act, 2016.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No.** | **Nature of Activity / Event** | **Institution** | **Duration**  **(From … to … and total period )** | **Achievements** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

**PART – C**

**Skills and Competencies**

**Please Indicate briefly the level of your proficiency against each of the areas and items indicated below :**

* **Technical Skills –**

1. Openness towards technology and a deep conviction regarding its potential applications in a knowledge – based setting;
2. Level of comfort in the use of technology ;

* **Managerial Skills –**

1. Ability to anticipate issues and problems and to prepare advance strategic plans;
2. Ability to generate resources and to allocate the same appropriately;
3. Capacity to work effectively under pressure and to manage work within tight deadlines;
4. Understanding of financial management including revenue generation, planning and fiscal control.

* **Alignment with corporate objectives and State as well as National level priorities**

1. Ability to identify the needs of the communities in key sectors;
2. Understanding of the challenges before the Nation and to indicate how Higher Education can respond to developmental needs ;
3. Understanding of curriculum development issues, especially those relating to wide participation and social inclusion;

* **Leadership skills –**

1. Ability to motivate a diverse groups of stakeholders ;
2. Desire to further the mission and goals of the organization;
3. Ability to think strategically and innovatively and to maintain a board perspective;
4. Ability to lead by personal example with openness to new ideas and a consultative approach in implementation of the same;

* **Interpersonal communication and collaborative skills –**

1. Details of experience in developing and executing National and International collaborative arrangements;
2. Ability to interact effectively and persuasively with a strong knowledge-base at senior levels and in large for a as well as on a one-to-one basis;
3. Evidence of being an active member of professional bodies and associations in relevant fields.

Dated: Signature of Candidate

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