



**Central Institute of Plastics Engineering & Technology
(Ministry of Chemicals & Fertilizers, Govt. of India)**

Corporate Office: Guindy, Chennai – 600 032.

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E-mail : cipethg@vsnl.com

Website: www.cipet.gov.in

**Signed
Photo**

**Application Form for the post of Sr. Officer / Officer (Technical) /
Graduate Engineer Trainee**

1. Post Applied to _____
2. Full Name (including Surname)
(in block letters) _____
3. Date of Birth / Place of Upbringing / Blood Group _____
4. Community i.e.
SC/ST/BC/MBC/OBC/GEN _____
5. Whether Physically Challenged:
(i) Yes / No. _____

(ii) If Yes whether OH/HH/VH
(Orthopedically/Hearing/Visually) _____
6. Sex Male / Female (Strike off whatever is not relevant)
7. Marital Status Married / Unmarried / Divorced / Widow/er (Strike off
whichever is not relevant)
8. (a). Nationality _____

(b). Mother Tongue _____
9. (a) Mother's Name and Address _____
(b) Father's Name and Address _____
(c) Name of Spouse _____
(d) If Spouse employed, Name of firm
& Place of Employment _____
(e) No. of Children / their age / Study /
Employment Details _____

10. (a) Postal Address for correspondence _____
(any change of address should be _____
communicated at once to the Institute) _____

Pin Code _____

Telephone Nos.
(Office) _____

(Res.) _____

(Mob.) _____

Email _____

(b) Permanent Address _____
(Mention Tehsil, District and State
you belong to) _____

11. Were you at any time declared _____
medically unfit; asked to submit
your resignation; discharged or _____
dismissed from Govt./Semi-Govt./
Autonomous Body or Private Service ? _____
If yes, give details in a separate sheet.

12. Have you ever –faced any Vigilance Enquiry or enquiry by anti-corruption bureau/Central Bureau
of Investigation or any other Investigative Organization: Yes / No

If Yes: Please indicate in brief, the details of the Vigilance Enquiry and outcome thereof (If exonerated, a
copy of the order passed by the competent authority may be furnished)

13. Academic Qualifications: (1) Please attach Xerox copies of certificates & mark sheets including Date of Birth.

Give particulars in a chronological order starting with High School Certificate to M.Tech. / Ph.D*

S.No.	Name of Course / Degree / University / Board	Subject/ Specialization	Whether Full Time / Part time / Correspondence Course	% of Marks	Period of Study From - To	Whether course passed / Not passed / Year of Passing

* In case of M.Tech./ Ph.D the title of thesis to be mentioned along with copies of synopsis of thesis to be attached.

14. Professional /Teaching / Research Employment details: (Give particulars in descending chronological order starting with the present post).

Sl.No.	Employer	Post held	Pay Scale	Place / State of Employment	Period of Employment (Month/Year)	
					From	To

NB: If Self Employed, please indicate average monthly income.

15. Title of your M.Tech and Ph.D. Thesis (whichever is applicable) with name and complete address of Guide. (Enclose abstract of thesis)

Degree	Title of Thesis	Guide name and address	University
(1). M.Tech			
(2). Ph.D.			

16. Area of specialization (to be filled in on the basis of Academic Qualification and experience relevant to the post applied):

Main Field	Specialization	Super-Specialization

17. If you claim Research Experience furnish details on :

- Sponsored Research Projects – Completed / In progress.
- Sponsored Consultancy Projects – Completed /In progress.
- No. of M.Tech. thesis supervised / co-supervised .
- No. of Ph.D. thesis supervised / co-supervised .
- No. of books published .
- No. of research paper / review paper publications. [Enclose list of publications in Journals with impact factor (mention co-authors(s), Title, Journals, Months & Year, Page Nos.)]
- No. of research papers presented in International Conferences {(Enclose list of papers presented in Conferences (mention co-authors(s), Title, Conference, Month & Year, Page Nos.)}
- Feasibility project prepared (details including agency for which prepared).
- Patents/Technology transfer if any:

18. If you claim Teaching Experience furnish details on:

- Teaching at University level:
- Total No. of Years
- Attach list of courses taught at under graduate / post graduate level.
- Short-term Courses (Conducted/Attached) (attach list)
- Any other teaching - No of years:
- Specialized courses/laboratories developed
- Innovations in teaching:
- laboratory developed
- Syllabus developed.

19. If you claim experience on the applied side: Industrial or else with expertise relevant to job applied, please give a brief account of duties performed / being performed by you”

20. Current Membership of Professional Bodies and Awards / Prize won / Scholarships received(if any) :

a) National Level

International Level

1. _____

2. _____

b) National Awards
(Indicate Year)

International Awards

1. _____

2. _____

21. Outline few project proposals that you would like to submit to various funding agency on joining CIPET. (Annexure – I) (A brief write up may be given).

Specialized area you would like to strengthen on joining CIPET. (Annexure – II) (A brief write up may be given).

Why you should be considered for the positions applied. (Annexure – III) (A brief write up may be given).

22. Knowledge of foreign languages:

(1)

(2)

(3)

23. Overseas assignment / training:

24. **Reference**

Responsible persons, not related to the applicant but closely acquainted with applicants academic and professional work.

Name and Designation	Address	
	Phone: Email:	Fax:
	Phone: Email:	Fax:

25. Last drawn pay details (Salary Certificate to be attached)

Basic Pay	Rs.	Scale of Pay:
D.A./I.D.A.	Rs.	In case of Govt. / Quazi-govt. firms
H.R.A.	Rs.	State whether scale of pay above is
CCA	Rs.	Pre-revised / Revised scale of Pay :
Other Allowances	Rs.	
Total Gross Salary	Rs.	

26. Notice period / No. of days likely to be availed for relieve from parent organization on selection:

27. a). Details of relatives working at CIPET, if any :

b). Any other information you may like to furnish to CIPET:

28. Social / Political / Religious Affiliations of the Candidate if any, Mention the name and clear details about the affiliations :

29. For Re-appointment (applicable for Ex-Employees).

(a)

Employment details at the time of Resignation from CIPET.	
Date of Resignation	
Designation & Grade held	
Department & Division	
Last scale of pay drawn at CIPET.	

(b)

Employment details at the time of joining CIPET.		
	Date of joining of CIPET	
	Designation & Grade to which appointed.	
	Department & Division	
	Scale of pay drawn during initial posting at CIPET.	
	PF No. at CIPET.	

N. B. : (Use separate sheets wherever necessary while filling application form above)

30. Copies of documents enclosed:

- (i)
- (ii)
- (iii)
- (iv)
- (v)
- (vi)

Declaration

I Declare that the Entries made in the Columns of this proforma are correct and true to the best of my knowledge and nothing has been either concealed or misrepresented by me. In case of any misrepresentation, I understand that employment if any gained, is liable for termination.

Place :

Signature

Date :

**Forwarding of Application through proper channel: (To be filled in by the forwarding authority).
(Applicable for Candidates from Central/State Govt./PSU/Autonomous/Quazi-Govt. only)**

Date: _____

Forwarded to the Director General, Central Institute of Plastics Engineering & Technology (CIPET), Corporate Office, Guindy, Chennai. The applicant has been working in this office / organization / institute / university as _____ since and is still in service. We have No Objection to his/her candidature being considered for the post he / she is applying.

Place:

Signature _____

Designation _____

(With Seal)

The completed application form along with all enclosures should be submitted to:

**The Director General
CIPET Corporate Office
Thru-Vi-Ka Industrial Estate
Guindy,
Chennai – 600 032**