

S.A.P.D. Jain Pathashala's

# Hirachand Nemchand College of Commerce

Ashok Chowk, Solapur - 413 004. Phone - 0217 - 2653206

## APPOINTMENTS

**MBA**

**BBA**

**BCA**

Applications are invited for following post

**Full Time Posts for**

- # Management Subjects
- # Computer Subjects
- # Computer Lab Assistant

**CNB Posts for**

- # Economics
- # Business Law
- # Mathematics / Statistics
- # Finance & Costing

1. For more details see our website [www.hnccmba.com](http://www.hnccmba.com)
2. Apply within **15 days** from the date of advertisement.

PRINCIPAL

SECRETARY

## Qualifications for MBA Fulltime Faculty -

**Full Time Post** - First Class or Masters Degree in Business Administration and 2 years relevant Experience is desirable.

## Qualifications for BBA and BCA section

Sr.No.	Subject	Qualification
	<b><u>Full Time Post</u></b>	
1	Management Subject	MBA / M.Com.
2	Computer Subject	MCA /MCM/ M.Sc.(Comp.Sc.)
3	Computer LAB Assistant	Bachelor degree with one year recognized diploma in computer.
	<b><u>CHB Post</u></b>	
1	Economics	M.A. (Economics)/M.Com.
2	Business Law	LL.M. /LL.B.
3	Statistics/Mathematics	MA(Maths) / M.Sc. (Stat/Maths)
4	Finance and Costing	MBA(Finance)

## Documents required along with duly filled application form -

1. All relevant attested Xerox copies of mark lists and certificates
2. Relevant experience certificates.
3. In case of change in name marriage certificate along with gazette copy.

# Hirachand Nemchand College of Commerce, Solapur

## APPLICATION FOR EMPLOYMENT to MBA / BBA / BCA

(strike out whichever is not applicable)

Passport Size  
Photograph

Post Applied for: \_\_\_\_\_

Ref: Advertisement in Daily \_\_\_\_\_ dated \_\_\_\_\_

### PERSONNEL DETAILS

1) Name (In Block Letters): \_\_\_\_\_

Start with Surname (as per degree marklist)

2) Present Address : \_\_\_\_\_

\_\_\_\_\_ Pin \_\_\_\_\_ Mobile \_\_\_\_\_

3) Permanent Address: \_\_\_\_\_

\_\_\_\_\_ Pin \_\_\_\_\_ Landline \_\_\_\_\_

4) Date of Birth: \_\_\_\_\_ 5) Age: \_\_\_\_\_ 6) Gender: Male / Female

7) Nationality: \_\_\_\_\_ 8) Domicile: \_\_\_\_\_ 9) E-mail: \_\_\_\_\_

10) Religion: \_\_\_\_\_ (a) Caste: \_\_\_\_\_ (b) Sub-Caste \_\_\_\_\_

11) Category/Caste Grouping \_\_\_\_\_ (SC/ST/VJ/NT/OBC/OPEN etc)

12) Aadhar Card No. \_\_\_\_\_ 13) Marriage Certificate / Gazette copy (if married)

14) Parent Occupation – Service / Business (give the details as name of the Organisation/Business)

### 15) Educational Qualifications

Examination	Institution/ College	University/ Board	Year of Passing	Class	Percentage
S.S.C.					
H.S.C.					
Degree: _____					
PG Deg _____					
Others _____					

Specialization in PG Degree \_\_\_\_\_

### 16) Work Experience:

a) Teaching Experience: Total \_\_\_\_ years \_\_\_\_ months UG \_\_\_\_\_ PG \_\_\_\_\_

Program/ Course	Name of the Institution	Post Held	Salary Drawn*	Period	Reason for leaving

\* Last pay certificate to be attached

b) Industrial Experience: Total \_\_\_\_\_ years \_\_\_\_\_ months

Name of the Company	Post Held	Salary Drawn	Period	Reason for Leaving

17) Academic Achievement

18) Extra Curricular Activities:

19) Salary Expected: \_\_\_\_\_

20) Other Information

22) Language

Speak Read Write

1. \_\_\_\_\_ [ ] [ ] [ ]

(Mother Tongue)

2. \_\_\_\_\_ [ ] [ ] [ ]

21) Area of Interest

3. \_\_\_\_\_ [ ] [ ] [ ]

4. \_\_\_\_\_ [ ] [ ] [ ]

23) Why I think myself suitable for the post: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Note : 1) Attested copies of the MARKLISTS and EXPERIENCE CERTIFICATE etc. must be enclosed.

2) For additional information use separate sheet, if required.

The above information is true to the best of my knowledge.

Place :

Date :

\_\_\_\_\_  
Signature