

**Indian Institute of Management Visakhapatnam**

Andhra Bank School of Business Building, Andhra University Campus, Visakhapatnam – 530 003, AP, INDIA

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**ROLLING ADVT. FOR RECRUITMENT OF FACULTY**

**REF. NO. 01/F/2023 DATED March 06, 2023**

**APPLICATION FORMAT**

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| 1. Application for the position of: (please tick √ one box only)   Space for photo  ☐ Assistant Professor ☐ Associate Professor ☐ Professor   1. Area applying for *[select tick (√) only one most applicable Area]*:   ☐ Decision Sciences ☐ Economics & Social Sciences  ☐ Entrepreneurship ☐ Finance & Accounting  ☐ Information Systems ☐ Marketing  ☐ Organizational Behaviour & Human Resources ☐ Production & Operations Management  ☐ Public Policy ☐ Strategy  *[Only one Area, which may be the most applicable to the candidate, should be selected. If multiple Areas are selected, the application is liable to be rejected].*  ------------------------------------------------------------------------------------------------------------------------------------   1. Please use the format given below only and provide complete data. Use additional sheets as needed and reference them suitably. All information furnished MUST be based on supporting documentation. 2. All pages of the application and additional sheets/annexure (forming part of the application) must be duly signed (self-certified) before submission of hardcopy by post/courier. 3. At this stage of application, please DO NOT attach/submit copies of any certificates / supporting documentation. Such proof would be sought later, ONLY from short-listed applicants. |

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| **1. Personal Details** |
| **Full Name (in capital letters, with surname in the end):** |
| **Date of Birth (dd/mm/yyyy):** |
| **Contact Address with PIN/Zip Code:**  **Contact Phone Number: E-mail:** |
| **Gender: Nationality: Marital Status:** |
| **Whether Overseas Citizen of India?** |
| **Category:**  ☐SC ☐ ST ☐ OBC ☐ Differently abled Person ☐ EWS ☐ GENERAL |

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| **2. EDUCATIONAL QUALIFICATIONS** (in reverse chronological order): | | | | | | | | |
| S.  No. | Examination | Degree/  Diploma | University/  Institution | Main  Subjects | Year of Passing | % of Marks or  CGPA | Class /  Division | Distinctions  (if any) |
| 1. | PhD: |  |  |  |  |  |  |  |
| 2. | Post-Graduation: |  |  |  |  |  |  |  |
| 3. | Professional Qualification:  *[Other than (2) above. Please specify]* |  |  |  |  |  |  |  |
| 4. | Graduation:  (Bachelor’s Degree) |  |  |  |  |  |  |  |
| 5. | Higher-Secondary /  Class XII: |  |  |  |  |  |  |  |
| 6. | Matriculation /  Secondary School / Class X: |  |  |  |  |  |  |  |

Notes:

1. The applicant shall be a PhD or equivalent. Those who DO NOT qualify for PhD Degree by the date of the Faculty Seminar Presentation, will not be considered.
2. All qualifications must be recognized in law.
3. If CGPA, both acquired and max. possible CGPA should be mentioned.
4. If CGPA, percentage equivalence should be quoted.

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| **3. TOPIC OF PhD/ EQUIVALENT** |
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| **4. FULL TIME WORK EXPERIENCE** (in reverse chronological order): | | | | | |
| S.  No. | Employer | Duration of Service | | Designation | Key Result Areas | |
| From  (MM/YY) | To  (MM/YY) |
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Notes:

1. Only full-time experience should be mentioned. Experience should not overlap.
2. Duration of PhD shall not be counted as experience.
3. “Self-employment” shall not be counted as experience.
   1. Academic Experience:
      1. As Assistant Professor (Grade-II): \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
      2. As Assistant Professor (Grade-I): \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
      3. As Associate Professor: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
      4. As Professor: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
      5. Teaching at bachelor’s degree level: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
      6. Teaching at master’s or doctoral degree level: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months

Total Academic Experience: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months

* 1. Total Industry experience: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
  2. Total other experience (e.g., NGO) \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months
  3. Total work experience [(a)+(b)+(c)]: \_\_\_\_\_\_\_\_ years; \_\_\_\_\_\_\_ months.

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| **5. COURSES TAUGHT (IN THE PAST FIVE YEARS)** | | | | | | |
| S.  No. | Institution | Course Title | Level (Bachelor’s/  Master’s/Doctoral) | Year | Number  of student-hours  (students x contact hours) | Students’  rating (\*)  of faculty |
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(\*) = Both obtained, and max. possible ratings should be mentioned.

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| **6. INNOVATIONS IMPLEMENTED IN TEACHING** |
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| **7. RESEARCH PAPERS PUBLISHED IN THE PAST FIVE YEARS** | | | | | | | | | | | |
| S. No. | Journal | ISSN No. | Journal Rank / Category | List /  Source for the Rank / Category | Title of the Paper | Whether first / sole author? (Yes/No) | No. of authors | Month & Year of  Publication | Vol.  No. | Issue  No. |
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| **8. INNOVATIONS IMPLEMENTED IN RESEARCH** |
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| **9. CASE STUDIES AUTHORED IN THE PAST FIVE YEARS** | | | | | |
| S.  No. | Publisher | Title of the Case | Whether first/sole author? (Yes/No) | No. of authors | Month &  Year of  Publication |
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| **10. BOOKS / BOOK CHAPTERS ETC.** | | | | | | | | |
| S. No. | Title of the Book / Chapter | ISBN No. | Authored (or) Edited | Whether first/ sole author? (Yes/No) | No. of authors | Publisher | Year of Publication | Year of  Latest  Reprint |
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| **11. PAPERS PRESENTED IN CONFERENCES / SEMINARS / COLLOQUIA (IN THE PAST FIVE YEARS)** | | | | | | | |
| S.  No. | Title of the Event | Title of the Paper | Whether first / sole author? (Yes/No) | No. of authors | Month & Year | Organizer | Place |
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| **12. RESEARCH PROJECTS/CONSULTANCIES TAKEN UP IN THE PAST FIVE YEARS** | | | | | | | | |
| S.  No. | Project Title | Whether Principal Investigator / Project Leader?  (Yes / No) | Sponsoring / Funding Agency & Value  (in INR Million) | Client  (*If different from Sponsor*) | Month/  Year of Award | Month / Year of Completion | Project Outcome |
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| **13. DOCTORAL GUIDANCE / SUPERVISION IN THE PAST FIVE YEARS** | | | | | | |
| S.  No. | Institution | Name of the Scholar | Year of  Registration | Research  Topic | Your  Role | Whether PhD Awarded |
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| **14. EXECUTIVE EDUCATION PROGRAMS /WORKSHOPS/SEMINARS/CONFERENCES CONDUCTED**  **(IN THE PAST FIVE YEARS)** | | | | | | | | |
| S.  No. | Type of Program / Event Conducted | Sponsor / Client  (if any) | Theme /  Title | Place | From  (Date) | To  (Date) | No. of Participants /  Delegates | Your  Role |
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| **15. ADMINISTRATIVE EXPERIENCE IN ACADEMIC INSTITUTIONS (IN THE PAST FIVE YEARS)** | | | | | |
| Institution | Administrative Position Held | From  (MM/YY) | To  (MM/YY) | Major responsibilities | Notable Achievements / Significant Outcomes |
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| **16. AWARDS/ REWARDS / RECOGNITIONS / PROFESSIONAL AFFILIATIONS** | | | |
| S.  No. | Appointing / Nominating / Recognizing Body | Month &  Year | Brief details of Award / Reward / Recognition etc. |
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**17. Have you faced, in your educational and/or work career –**

**(i) Any disciplinary/penal action by the employer? YES / NO**

***(including, but not limited to extension of probation,***

***postponement of increment, demotion etc.)***

**(ii) Any action by any law-enforcement agency in India/abroad? YES / NO**

**If the answer to any of the above is “YES”, full details must be furnished.**

**18. Professional References (3); At least 2 out of the three References MUST be from academic institutions.**

**MOST IMPORTANT: In case of candidates applying for Assistant Professor or Associate Professor positions, References from academic institutions MUST be at least at one level higher; i.e., References for those applying for Assistant Professor positions MUST be of Associate Professor level or higher. Similarly, References for those applying for Associate Professor positions MUST be of Full Professor level. Otherwise, such References WILL NOT be considered.**

1. <Name, Designation, Organization, E-mail ID, Mobile No.>
2. <Name, Designation, Organization, E-mail ID, Mobile No.>
3. <Name, Designation, Organization, E-mail ID, Mobile No.>

**19. Statement of Purpose (Max. 500 words):**

**20. Any other information you wish to highlight (Max. 500 words):**

**21. Declaration:**

I hereby declare that all the statements/particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also fully understand that in the event of any information furnished being found false, incomplete or incorrect at any stage, my application/candidature is liable to be summarily rejected and if I am already appointed, my services are liable to be terminated from the post, without any notice and without prejudice to any other legal/penal action that the Institute may initiate, as deemed fit.

Signature of the applicant

(Name of the applicant)

Date:

Place:

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