Indian Institute of Technology Kanpur

Office of Dean, Administration

Report of Selection Committee

1. Project No.:   2. Advertisement No.:
3. Project Title:
4. Project completion date:
5. Date of Interview:
6. No. of Candidates: (a) Applied: (b) Called: (c) Interviewed:

The Selection Committee recommends appointment of the following persons:

Sl No	Candidate Name	PF No. (if allotted earlier)	Date of Birth	Category	Designation offered	Initial salary Rs. (consolidated)	Term of Appointment
1.							
2.							
3.							

The Following persons may be kept on waiting list

Sl No	Candidate Name	PF No. (if allotted earlier)	Date of Birth	Category	Designation	Initial salary Rs. (consolidated)	Term of Appointment
1.							

Names & Signatures of the Selection Committee Members

Declaration: Selection Committee has reviewed all the enclosures and verified.

1. Chairman _____
2. Member_____
3. Member _____
4. Member _____

                       Name and signature of Head/Faculty-in-charge/Officer-in-charge

Encls: 1. *Uploaded Copy of Advt. on Institutes' website   2. Approved Selection Committee and Advt. docs
       3. Resume of Selected Candidates with enclosures   4. Details of Candidates Called and Interviewed
       5. Comparative Statement of Candidates Applied as per details overleaf

For DOAD Office Use

1. Validity of Term of Appointment	Yes/No
2. Remarks, if any.	

Recommendations of Selection Committee may be approved			
			Approved
Dealing Assistant	Jr. Supdt./ Supdt.	Assistant Registrar (Admin.)	Dean, Administration

*Please note it is mandatory to upload the copy of Approved advertisement on the DOAD website without which the request for appointment will not be considered.

Note: This form is in accordance to the DFPRs 2018, dated 19th November 2018

Form No: DOAD-IP-202

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Summary of Candidate for the Post of _____

Shortlisting Criteria:

Sl No.	Application No. (if online applied)	Name, date of Birth, Current Place, Gender	Qualification: Exam Passed, Board/ University, Subject, Year of Passing, Percentage (in Chronological Order)	Experience: Post Held, Employer Name, Nature of Job, Duration of Employment (in Reverse Chronological Order)	Total Exp	Called for Interview (Yes or No)	Reason (for Called or Not Called)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Signatures of the Selection Committee Members.