**BIRLA INSTITUTE OF TECHNOLOGY**

**MESRA, RANCHI 835 215**

**REGISTRATION No:**

(for office use only)

**---------------------------------------------------------------------------------------**

**APPLICATION FORM FOR FACULTY POSITIONS**

1. Advertisement No.:
2. Details of the post applied for:

|  |  |  |
| --- | --- | --- |
|  | Name of the Post |  |
|  | Department: |  |
|  | Area of Specialization: |  |
|  | Campus:  |  |

1. **Personal Details:**
2. Applicant's Name:
3. Name of Father / Husband:
4. Date of Birth:
5. Sex:
6. Category: GEN/SC/ST/OBC/PwD
7. Marital Status:
8. Permanent Address:
9. Address for correspondence:
10. Mobile No.:
11. Email Id:
12. Year of Award of Ph.D : Awarding University/Institute :

1. **Details of Application Fee**
2. DD No.:
3. DD Date:
4. Bank Name:
5. Branch Name:
6. DD Amount:

1. **Details of educational qualifications:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S. N. | Examination passed/Degree | School/college/University/Institution | Year of Passing | Date of Entry | Date of Leaving | Subjects | Division | % Marks |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

1. **Details of Ph.D. (awarded in regular mode only):**

|  |  |  |  |
| --- | --- | --- | --- |
| Year of Award | Title of your Ph.D. Thesis | Area of Specialization | Awarding Institution/University |
|  |  |  |  |
|  |  |  |  |

1. **Professional Training Received**

| Year | Nature of Training | Duration | Organization where training was undertaken |
| --- | --- | --- | --- |
|  |  |  |  |

1. **Post-Doctoral Experience:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. N. | Name of University | Name of the Post | Period during which fellowship was sanctioned  | Actual period worked |
|  |  |  |  | **From** | **To** |
|  |  |  |  |  |  |

1. **Details of Previous Employments** (starting from recent)**:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S. N. | University/Institute | Position held | Nature of Duties | Date of Joining | Date of Leaving | Last Pay Scale with scale / level of pay |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. **Teaching experience** (UG Classes)**:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. N. | Subject/ paper taught | From | To | Student Strength |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Teaching experience** (PG Classes)**:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S N. | Subject/ paper taught | From | To | Student Strength |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Professional Activities** (Journal review, project assessments, conferences organized, etc.)

|  |  |  |
| --- | --- | --- |
| S. N | Category | Function |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Student related Co-curricular Extension & Field activities:**

|  |  |  |
| --- | --- | --- |
| S. N | Category | Function |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Awards/recognition from internal/external bodies:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. N. | Year | Title | Awarding body | Activity recognized |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Fellowship of Academies:**

|  |  |  |
| --- | --- | --- |
| S. N.  | Name of the academy | Year of award |
|  |  |  |
|  |  |  |

1. **Membership of Professional Bodies/Science Academies**

|  |  |  |
| --- | --- | --- |
| S. N.  | Name of the Body | Status of Membership: Life / Annual |
|  |  |  |
|  |  |  |

1. **Editorial board membership:**
2. **Vision Statement:** Please mention your short term (next 5 years) and long term (career) goals for both Teaching and Research (500 words)

|  |
| --- |
|  |

1. **Name, Designation and Address (along with Mobile/phone no/ email) of three referees in your research area suitable to evaluate your research work:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. N.  | Name and Designation | Title/Occupation | Address | Contact Number | Email Id |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

(Please request each referee to send a separate reference to the Dean (Faculty Affairs), BIT Mesra by email at  dean.fasr@bitmesra.ac.in )

1. **Additional Remarks, if any:**
2. **Details of enclosures sent with the application:**
3. **Declaration**: I hereby declare that all the statements made in this application form and enclosures are true to the best of my knowledge and belief. I have also gone through the information containing full details of eligibility, terms and conditions of selection etc. supplied to me along with this application form. In case of concealment/suppression of fact(s), which may be detected at any stage in future, my appointment is liable to be cancelled/terminated, as the case may be, without notice.

Date:

Place:

 Signature of the Applicant

Endorsement by Employer

**REGISTRATION No:**

(for office use only )

**SUMMARY SHEET**

Photo

Application for the post of…………………………………………………………………………

Present Position & Organization: …………………………………………………………………………

Advertisement No: ………………………………………………………………………………….

Date: ………………………………………………

|  |
| --- |
| Details of Applicant |
| 1 | Name (in Block Letter) |  |
| 2 | Address for Correspondence |  |
| 3 | e-mail ID |  |
| 4 | Mobile No. |  |
| 5 | Date of Birth Age (*as on* ***22.10.2018***) |  |
| 6 | General/SC/ST/OBC/PwD |  |
| 7 | Degree | Year of Award | University | Topic |
| Ph.D |  |  |  |
| 8 | Award / Fellowship of Academies: |  |
| 9 | Number of Research Papers in SCI/SSCI/AHCI/SCIE journals |  | 13 | Number of Ph.D guided Independently |  |
| 10 | Number of Research Papers in unpaid Scopus journals |  | 14 | Citations in Researcher ID |  |
| 11 | Number of Patents (Indian/US) |  | 15 | Amount of R&D Grant Generated as PI (Rs in Lacs) |  |
| 12 | Total Research Score **(RS)** |  | 16 | Amount of R&D Grant generated as Co-PI (Rs in lacs) |  |
|  | Place:Date: | Signature of Applicant |

 **TABLE-1 Annexure –I**

**RESEARCH SCORE (RS)**

**Academic and Research Contributions of the Applicant**

**(For the Post of Associate Professor, Professor and Senior Professor)**(Assessment shall be based on evidence produced by the applicant; copy of publications, project sanction letter, acknowledgements for patent filing and approval letters, students Ph.D award letter, etc. shall be attached)

 1. Research Papers Published in SCI/SCIE/SSCI/AHCI /unpaid Scopus Journals.

 1.1. Research Publications in Journals indexed in SCI/SCIE/SSCI/AHCI (Recent to older)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Title of publication | Name of authors with order as appeared in the paper | Journal name with Vol., Page number (starting page- last page), &Year | First/ Corresponding/ Principal Author | Thomson Reuter Impact Factor(IF) | Research Score ( RS) |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
|  Total Research Score **(RS)** |  |

1.2. Research Publications in Unpaid Scopus indexed Journals (Recent to older)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.N. | Title of publication | Name of authors with order as appeared in the paper | Journal name with Vol., Page number (starting page-last page) &Year | First/ Corresponding/ Principal Author | Research Score ( RS) |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
|  |  Total Research Score |  |

1.3. Details of Citations in Researcher ID during service period at the level of Assistant Professor and above.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.N. | Year | Researcher ID Registration No | Year wise Researcher ID Publication Citation Metrics\* | Research Score ( RS) |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
|  |  Total Research Score  |  |

 \* Supporting Document from Researcher ID shall be attached

 2. Books authored which are published by International publishers

2.1. Books authored which are published by International publishers.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of the book | Author / Authors as appeared in the Book | Publisher & Publication date  | ISSN/ISBN No | Text/ Reference  | Whether Peer Reviewed | RS |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
| . |  Total Research Score |  |

2.2. Books authored which are published by National publishers.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  S.N. | Title of the book | Author/ Authors as appeared in the Book | Publisher & Publication date  | ISSN/ISBN No | Text/ Reference  | Whether Peer Reviewed | RS |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

2.3. Chapter in Edited Books/ Editor of Book by International Publisher.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Title of the book | Author/ Authors as appeared in the Book | Publisher & Publication date  | Editor/ Editors as appeared in the Book | ISSN/ISBN No | Text/ Reference  | Whether Peer Reviewed | RS |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

 2.4. Editor of Book by National publishers.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of the book | Author/ Authors as appeared in the Book | Publisher & Publication date  | ISSN/ISBN No | Text/ Reference  | Whether Peer Reviewed | RS |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

3. Research Projects during the service period at the level of Assistant Professor and above.

3.1. Completed Sponsored R&D Projects:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of Project  | Funding Agency | Duration  | Grant mobilized (Rs. lakhs) | Principal Investigator (PI) | Co- Principal Investigator(Co-PI) | RS |
| from | to |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |
|  |  Total Research Score  |  |

3.2. Ongoing Sponsored R&D Projects:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| SN. | Title of Project  | Funding Agency | Duration  | Grant mobilized (Rs. lakhs) | Principal Investigator (PI) | Co- Principal Investigator(Co-PI) | RS |
| from | to |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

3.3. Industrial Consultancy Projects Carried Out/Ongoing

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of Project  | Funding Agency | Duration  | Grant mobilized (Rs. lakhs) | Principal Investigator /Co- Investigator | Ongoing/Completed\* | RS |
| from | to |
| 1. |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

4. Research Guidance

 4.1. PhD Thesis

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.N. | Title of PhD Thesis  | Name of the scholar  | Name of Guide | Name of Co-guide (s) | Date of submission  | Submitted/ Awarded | RS |
|
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

 5. Patents & Policy Document

 5.1 Patent International/National.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Title/Description  | Patent Application No & date | Name of Patent Office where applied | Name of the Inventors in order of appearance in the Application | Affiliation  | National/International | Whether Granted or Pending? | RS  |
| 1. |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |
|  |  Total Research Score |  |

 5.2 Policy Document (International/National/State).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Description  | Appointing Authority\* | List of Members of the Committee entrusted with the Policy Formulation | International/ National /State | RS |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
|  |  Total Research Score |  |

 \*Appropriate Document shall be furnished

 6. Invited Lectures/Resource Persons

 6.1. Invited Lecture/Resource Person (Abroad)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Conference/Workshop/Seminar  |  Organized by | Title of the Lecture | Duration  | RS |
| from | to |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
|  |  Total Research Score |  |

 6.2. Invited Lecture/ Resource Person (International within Country)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Conference/Workshop/Seminar/Refreshers Course |  Organized by | Title of the Lecture | Duration  | RS |
| from | to |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
|  |  Total Research Score |  |

 6.3. Invited Lecture/Resource Person (National)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | Conference/Workshop/Seminar/Refreshers Course |  Organized by | Title of the Lecture | Duration  | RS |
| from | to |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  Total RS |  |

 Table: 7. Total Research Score

|  |  |  |
| --- | --- | --- |
| S. N | Research Score (RS) | Office Use only |
| 1.1 |  |  |
| 1.2 |  |  |
| 1.3 |  |  |
| 2.1 |  |  |
| 2.2 |  |  |
| 2.3 |  |  |
| 2.4 |  |  |
| 3.1 |  |  |
| 3.2 |  |  |
| 3.3 |  |  |
| 4.1 |  |  |
| 5.1 |  |  |
| 5.2 |  |  |
| 6.1 |  |  |
| 6.2 |  |  |
| 6.3 |  |  |
| Total RS |  |  |

Signature of the Candidate**Attach the following documents:**

1. The first page of research paper in Journals. The publication list shall be chronologically arranged in the order recent to the older.
2. Cover page of book published.
3. The first page of the chapters and the cover page of the book.
4. Copy of the sanction letter of Sponsored R&D projects, and MOU/appropriate proof for Consultancy projects.
5. Details of any Patent/ Technology transfer/ Product or Process developed indicating the beneficiary, whether Government bodies at Central or State level/National or International level.
6. PG thesis of minimum one-year duration (in full time) guided, indicating whether degrees have been awarded.
7. Details of Ph.D. Scholars guided clearly indicating whether degrees are awarded, or thesis submitted only.
8. Certificates of the Refresher Courses/ Workshops/Training/Orientation Courses/Teaching Learning Evaluation Technology/Soft skill Development Programs/Faculty Development Programs attended with the name of the Organizing Agency and the duration. The photocopies of the certificates of such courses attended are to be attached. Please note that any such program of duration less than 5 continuous working days need not be included.
9. Details of any invited lectures or presentations in any conference/ symposia with the details like name of the Conference/Symposia, Venue, duration, topic presented mentioning whether the Conference/Symposia is of International /National level. Appropriate documentary proof shall be attached.

**Annexure-I**

**Instructions to Calculate Research Score (RS) in TABLE-1**

**(Assessment of Academic and Research contributions)**

(Mandatory for the Post of Associate Professor, Professor & Senior Professor)

1. **Academic and Research Performance Assessment Criteria**

|  |  |  |  |
| --- | --- | --- | --- |
| S.N. | Academic/Research Activity | Research Score (Science/ Engineering/ Pharmaceutical Sciences &Engg /Bio-Engineering etc) | Research Score (Language/Humanities/Social Science/Library/Physical Education/Management & other related discipline). |
|  | Research Papers published in peer Reviewed SCI/non-paid Scopus journals. | Please see 1.1 | Please see 1.1 |
|  | Citations in Researcher ID | 1/per 25 citations | 1/per 25 citations |
|  | Books/e-Books authored which are published by International publishers. | 10 | 10 |
|  | National publishers  | 07 | 07 |
|  | Chapter in Edited Book /Editor of Book by International Publisher. | 10 | 10 |
|  | Editor of Book by National Publisher  | 08 | 08 |
|  |  |  |  |
|  | **Research Projects****(a) Completed:** |  |  |
|  | More than Rs. 35 lakhs | 15 | 15 |
|  | More than Rs. 25 lakhs but less than Rs.35 Lakhs | 12 | 12 |
|  | More than Rs.10 Lakhs but less than Rs.25 lakhs | 10 | 10 |
|  | More than Rs.5 Lakhs but less than Rs.10 lakhs | 05 | 05 |
|  | Less than Rs. 5 lakhs | 02 | 02 |
|  | **(b) Ongoing:** |  |  |
|  | Above 35 lakhs | 10 |  |
|  | More than Rs.25 Lakhs but less than Rs.35 lakhs | 07 | 10 |
|  | More than Rs.10 Lakhs but less than Rs.25 lakhs | 05 | 05 |
|  | More than Rs.5 Lakhs but less than Rs.10 lakhs | 02 | 02 |
|  | Less than Rs.5 Lakhs | 01 | 01 |
|  | **Consultancy:**  | 05/10 lakhs | 05/10 lakhs |
|  | **Patents** |  |  |
|  | International  | 10 | 10 |
|  | National  | 07 | 07 |
|  | **Policy Document**  |  |  |
|  | International  | 10 | 10 |
|  | National | 07 | 07 |
|  | State | 04 | 04 |
|  | **Research Guidance** |  |  |
|  | Ph.D. | 10/per degree awarded, 05/thesis submitted | 10/per degree awarded05/thesis submitted |
|  | M.Phil./PG dissertation | 02/degree awarded | 02/degree awarded |
|  | **Invited lectures / Resource Person/paper presentation** |  |  |
|  | International (Abroad) | 07 | 07 |
|  | International (with in country) | 04 | 04 |
|  | National | 03 | 03 |
| **Note:** Assessment shall be based on evidence provided by the teacher such as copy of publications, project sanction letter, and utilization and completion certificates issued by the institute and acknowledgements for patent filing and approval letters, students Ph.D. award letter, etc. |

**1.1 Research Score for publications in Peer reviewed journals:**

|  |  |  |
| --- | --- | --- |
| **S. No** | **Description** | **Research Score (RS)** |
|  | Research Paper in non-paid Scopus journals without impact factor  | 6 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with Thomson Reuters (TR) impact factor between 0 and 0.5 | 10 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with Thomson Reuters (TR) impact factor between 0.5 and 1  | 18 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with TR impact factor between 1 and 2  | 23 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with TR impact factor between 2 and 5  | 28 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with TR impact factor between 5 and 10  | 38 Points |
|  | SCI/SCIE/SSCI/AHCI indexed Research Paper with TR impact factor >10  | 43 Points |
| * Research paper with complete citation i.e., with Volume, Page No. & Year, or as per format of the journal shall be entitled to get research score. Accepted paper without Volume, Page No. & Year shall receive no Research Score.
* The latest Thomson Reuters Impact Factor (IF) of the journal shall be considered for calculation of Research Score.
 |

**1.2 Research Score (RS) for Projects:**

1. R&D Project under Institute SEED Money Scheme shall carry no score.
2. MODROB/DST-FIST/TEQIP/UGC-SAP or any other institutional and departmental project shall carry no score.
3. PI/Co-PI/Coordinator etc., appointed directly by the funding agency shall be entitled to get score against valid document and there shall be no score if such person(s)is/are appointed by the institute/departmental Head/Director of Off Campus/PI of existing project etc. In addition, PI/Co-PI appointed by funding agency due to resignation of PI/Co-PI to whom the project was initially sanctioned shall get only 30% of the stipulated score recommended in 1.5 &1.6.

**1.3 Research Score for Invited Talks:**

1. International (*Abroad*): Eligible to get score only if the invited talk is delivered at an institution/University which is within top 500 in the World University ranking (at any time) by Quacquarelli Symonds (QS).
2. International **(***within country***)** and National: Eligible to get score only if the invited talk is delivered at an institution/University whose NIRF ranking is within 100 in the University/ Engineering/ Management/Overall category or within 15 in the Pharmacy/Architecture category at the time of talk. There shall be no score if invited talk is delivered at Workshop/Conference/Symposium/Seminar etc., which is organized by non-NIRF ranked organization irrespective of the location.
3. Score can be claimed only against valid certificate showing delivery of invited talk and there shall be no score if the talk is delivered in the home institution.

**1.4 Research Score for Joint Publication:**

1. Two authors: 50% of total value of publication for each author.
2. More than two authors: 50% of total value of publication for the First/Corresponding/principal author and 30% of total value of publication for each of the other authors.

**1.5 Research Score for Joint Project**: Principal Investigator and Co-investigator shall get 60 and 40%, respectively. In case of more than one Co-PI the share of points shall be **60:20:20.**

**1.6 Research Score for Consultancy Project:** Principal Investigator and Co-investigator shall get 60 and 40%, respectively. In case of more than one Co-PI the share of points shall be **60:20:20**. (However, testing works shall be outside Research Score).

**1.7 Research Score for Joint PhD/PG Supervision:** For joint supervision of research students the formula shall be 70/30. Guide/Supervisor shall get 7 marks and co-guide/co-supervisor 3 marks.

**1.8 Research Score for Researcher ID Citation**: To be considered only for citations during assessment period against valid Researcher ID document.

**Additional Clarifying Notes:**

A Paper presented if part of edited book or proceeding then it can be claimed only once.