

Application no: _____



Hindustan Bible Institute & College

Application For Employment – FACULTY

86 – 89 Medavakkam Tank Road
Kilpauk, Chennai 600 010

P : 2642 1199, 2642 3758

W : www.hbionline.org

M : hr@hbionline.org

Personal Information

PHOTO

Name (In Block Letters) _____

Father/Spouse/Guardian name _____

Address (**Present**) _____

City, State & Pin _____

Address (**Permanent**) _____

City, State & Pin _____

Phone & Mobile number _____

Email _____

Age & Date of Birth _____

Gender Male Female _____

Nationality _____

**Highest qualification /
specialization** _____

Marital Status _____

Spouse name & Qualification _____

Spouse employment details _____

Number of Children _____

Church Affiliation _____

Mother Tongue _____

Hobbies & Interest _____

Languages known

Speak
Read
Write

Position

Position You Are Applying For _____

Available Start Date, if selected

Desired Pay / salary from HBI

Employment Desired

Full Time Part Time Seasonal / Temporary

Mention the duration of commitment with HBI, if selected

Special skills & competencies related to post you applied

Are you under any contract / employment, if so give details

Do you know anyone in HBI
Mention their name & designation

How do you know about HBI

Education

School / College Name	Location	Period of study	Degree Received	Class / Grade / Division
Please attach a separate sheet if needed				

Other Technical Qualifications

Institution Name	Location	Period of study	Diploma / Certificate Received	Class / Grade / Division
Please attach a separate sheet if needed				

Theological Qualifications

School / College Name	Location	Period of study	Degree Received	Class / Grade / Division

Please attach a separate sheet if needed				

Special Trainings (If any)

Name of training program	Duration	Institute / Place

Area of specialization

a.

b.

c.

d.

Title of thesis

P.G.

a.

b.

Ph. D

c.

d.

Research guidance

Completed		On going	
Ph. D	P.G.	Ph. D	P.G.

Publication details (total number during the last 4 years) attach prints of best 3

	International	National
Journal papers		
Conference publication		
Research articles / papers		
Books		

Give details of publications (Titles / Topics) use separate sheet if needed

Books / chapters publishes & E-learning materials developed (in the last 4 years)	
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Award & Recognition received (in the last 4 years)

- a.
- b.
- c.
- d.
- e.

Conference / Seminars / Workshops attended (last 4 years) attach copies of certificate

Year	Conference / Seminars / Workshops attended	Title of paper presented

Employment History

Employer (1) - Current	Job Title	Period of employment
Reason for leaving	Starting Pay & Ending pay	Job responsibilities

Address	City	State & Pin	
Employer (2)	Job Title		Period of employment
Reason for leaving	Starting Pay & Ending pay		Job responsibilities
Address	City	State & Pin	
Employer (3)	Job Title		
Reason for leaving	Starting Pay & Ending pay		Job responsibilities
Address	City	State & Pin	
Employer (4)	Job Title		
Reason for leaving	Starting Pay & Ending pay		Job responsibilities
Address	City	State & Pin	

Two Professional References

Name	Designation	Company / Organization	Phone & e-mail

Please indicate how in your opinion you can contribute to HBI's growth & development (use separate sheet)

Any administrative experience

- Do you run any organization / Serve under any board of organization Yes No
If Yes give details
- If the job offered required you to be a resident worker, would you be willing to take up the job? (Any location outside Chennai) Yes No
- If your job requires you to stay on the premises, would you do so? Yes No
- The salary of Hindustan Bible Institute is fixed but in the event of lack of funds, are you willing to take whatever the Lord provides and depend upon Him Yes No
- Having read our Doctrinal statement do you fully agree with the same and promise to uphold the same in your life Yes No

Kindly state your Doctrinal statement on a separate sheet.

Any further information about yourself that you would like to give in support of your application, you can give it in separate sheet

Previous Ministry Experience Attach a separate sheet giving information on, place of service, no of years, nature and actual service done, reason for leaving and last drawn salary.

Documents to be provided along with this application:

- a) A recent passport sized photograph of yourself – 1 no.
- b) A full testimony of faith in Christ, and commitment and participation in the local church.
- c) How do you think you will be able to contribute to HBI & College and your **Commitment letter**
- d) Clearance or relieving letter from the previous employer.
- e) A letter from your Pastor.
- f) Pay slip of the previous organization
- g) Your Resume
- h) Two letters from personal references.
- i) Xerox copies of all your certificates including the first page of School Leaving Certificate.
- j) Medical fitness certificate from a registered medical practitioner with Blood group.
- k) Two address proof – National ID card photocopy.
- l) Family details.

Declaration & Signature

I certify that above details are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release / termination.

Name (In Bold)	Applicant Signature
Date	Place:

ERROR: syntaxerror
OFFENDING COMMAND: --nostringval--

STACK:

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