

APPLICATION FORM

APEEJAY SCHOOL _____

(Sponsored by the Apeejay Education Society)



S. No. _____

APPLICATION FOR
THE POST OF _____

Note :

1. Only Certified copies of the Degrees/Certificates /Testimonials should be sent with this Application Form. ORIGINALS MUST be produced at the time of interview only.
2. Applicant called for interview will have to bear their own travelling expenses.
3. The Application should be sent under Registered Post through the present employer, if any.

1. NAME (BLOCK LETTERS)

2. ADDRESS FOR COMMUNICATION.....

.....Tel. No. :

3. DATE OF BIRTHDay of 19.....

PRESENT AGE.....Yrs.....Months.....

4. (i) FATHER'S /HUSBAND'S NAME

(ii) OCCUPATION

(iii) OFFICE ADDRESSTel:.....

5. MARITAL STATUS Unmarried / Married / Widowed / Separated

6. NATIONALITY

7. NUMBER OF DEPENDANTS

8. MAJOR ILLNESS IN THE PAST

(IF ANY)

9. HAVE YOU EVER BEEN CONVICTED BY A COURT OF LAW IF SO. GIVE DETAILS.

.....

10. PERSONAL HABITS (Delete what is not applicable)

(i) DO YOU SMOKE Yes / No

(i) DO YOU DRINK Yes / No

11. PRESENT SALARY Basic pay Rs.....Allowances.....

Total.....

Scale of pay Rs.

12. HAVE YOU APPLIED FOR ANY POST IN ANY OTHER APEEJAY INSTITUTION ? IF SO GIVE DETAILS.

13. ACADEMIC QUALIFICATIONS :

Examination Passed	Subjects	Year in which passed	Division Marks obtained/ Total marks	%age of Marks	School/ College	Board/University
Secondary / Matric						
Sr. Sec / Inter						
B. A. / B.Sc. /B.Com.						
M. A./ M.Sc./ M.Com.						
M. A. / M. Litt. / Ph.D						
B.Ed / B. T.						
M. Ed.						
Any other course						

14. TEACHING EXPERIENCE

Name of the School leaving	Subjects taught	Classes	Period from to	Total	Reasons for

15. PROFESSIONAL TRAINING & EXPERIENCE (for non teaching posts)

A. TRAINING

Name of the Institution	Course Attended	Period from to	Total	Speed Short hand, Typing

B. Experience

Name of the Organisation	Nature of Work	Period from to	Total	Additional Work done, if any	Reasons for leaving

16. WHAT GAME DO YOU PLAY ?
 ANY SPECIAL DISTINCTION ACHIEVED ?

17. NAME LITERARY, CULTURAL, SUPW, ACTIVITIES OF INTEREST, MENTION ANY DISTINCTION ACHIEVED
18. MENTION WHETHER " SECRETARY", "CAPTAIN OR "PRESIDENT" OF A CLUB OR SOCIETY GIVING NAMES OF THE SCHOOL / COLLEGE WHERE THIS OFFICE HELD.

19. LIST THE ACTIVITIES, WHICH YOU ORGANISED IN YOUR PREVIOUS JOB AND CAN ORGANISE, NOW IN THE SCHOOL.

20. WHAT ACCORDING TO YOU IS :-
- (I) A GOOD TEACHER
-
- (ii) A GOOD STUDENT
-
- (iii) A GOOD SCHOOL
-
21. ANY OTHER SPECIAL ACHIEVEMENT THAT YOU MAY LIKE TO MENTION
-
22. GIVE TWO REFERENCES NOT RELATED TO YOU.
- | S. No. | Name | Position Held | Address | Telephone No. |
|--------|-------|---------------|---------|---------------|
| 1. | | | | |
| 2. | | | | |
23. HOW MUCH NOTICE PERIOD IS REQUIRED FOR JOINING
-
24. MINIMUM SALARY ACCEPTABLE BY YOU
-

DECLARATION

I here-by certify that the particulars furnished above are correct to the best of my knowledge and belief. I have not concealed any information likely to impair my fitness for employment. If it is revealed later that I have given false details or concealed material information, my services shall be liable to summary termination without any notice or compensation.

Date :-

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Place :-

Signature of the Applicant

FOR OFFICE USE ONLY

Call for interview on

PRINCIPAL