APPL NO……………………………………………………. DATE : ……………………………………

APPLICATION FOR THE POST OF ……………………………………………………………………………………………………………….

SUBJECT…………………………………………………………………………………………………………………………………………………....

**PERSONAL DETAILS**

TITLE (MR./MS./MRS.). …………………………………………………………………………………………………………………………….

FIRST NAME………………………………………………………………………………………………………………………………………………

LAST NAME………………………………………………………………………………………………………………………………………………..

DATE OF BIRTH………………………/…………………/………………….(DAY/MONTH/YEAR)

AGE AS ON 31ST MARCH OF THE CURRENT YEAR……………………..YEARS…………………..MONTHS

RESIDENTIAL ADDRESS …………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………

DOMILCILE……………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………  
  
………………………………………………………………………………………………………………………………………………………

TELEPHONE NOS.(WITH STD CODE) ………………………………………………………………………………………………………

MOBILE NO. ……………………………………………………………………………………………………………………………………………..

ALTERNATIVE TEL NUMBER.

1………………………………………………………………………………2…………………………………………………………………………….

EMAIL ADDRESS

1………………………………………………………………………………2……………………………………………………………………………..

QUALIFICATIONS IN BRIEF (GRADUATE/PG/MASTER)………………………………………………………………………………

…………………..……………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………………

TEACHER TRAINING(YES/NO) ……………………………………………………………………………………………………………………

FROM (UNIVERSITY) …………………………………………………………………………………………………………………………………  
  
…………………………………………………………………………………………………………………………………………………………….

TOTAL EXPERIENCE IN YEARS…………………………………………………………………………………………………………………

MY LAST DRAWN SALARY PER MONTH ……………………………………………………………………………………………………

MINIMUM SALARY ACCEPTABLE AT THE TIME OF JOINING PER MONTH …………………………………………………

**PARENTAL DETAILS**

FATHER’S NAME……………………………………………………………………………………………………………………………………….

ADDRESS……………………………………………………………………………………………………………………………………………….

……………………………………………………………………………………………………………………………………………………………..

……………………………………………………………………………………………………………………………………………………………….

OCCUPATION AND DESIGNATION………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………………………………………

NAME OF THE ORGANISATION ………………………………………………………………………………………………………………

TEL. NUMBER (WITH STD CODE)……………………………………………….MOBILE………………………………………………

**FAMILY DETAILS**

HUSBAND’S/WIFE NAME……………………………………………………………………………………………………………………..

OCCUPATION AND DESIGNATION………………………………………………………………………………………………………..

NAME OF THE ORGANIZATION…………………………………………………………………………………………………………….

TEL. NUMBER (WITH STD CODE)……………………………………………….MOBILE………………………………………………

NUMBER OF CHILDREN………………………………………………………………………………………………………………………….

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.NO.** | **NAME OF THE CHILD** | **DATE OF BIRTH** | **AGE AS ON 31ST MARCH OF CURRENT YEAR** | **CLASS/DESIGNATION/**  **OCCUPATION** | **SCHOOL/COLLAGE/**  **ORGANIZATION** | **STAYS WITH YOU** |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |

**QUALIFICATION DETAILS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.NO.** | **EXAM PASSED** | **SCHOOL/COLLAGE/ATTENDED** | **BOARD/UNIVERSITY** | **YEAR IN WHICH PASSED** | **SUBJECTS** | **%OF MARK** | **DIVISION** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |

**EXPERIENCE**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S.NO.** | **INSTITUTION WHERE SERVED** | **DESIGNATION** | **CLASSES TAUGHT** | **SUBJECTS** | **JOINED ON** | **RESIGNED ON** | **RELIEVED ON** | **GROSS SALARY PER MONTH** | **REASONS OF RESIGN** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |

**KRAS OTHER THAN TEACHING**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.NO.** | **RESP HELD** | **FROM** | **TO** | **TOTAL OF YEARS** | **KRAS** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |

ANY PUBLICATIONS……………………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………………………………………………….

ACTIVITIES AND HOBBIES WITH WHICH YOU CAN HELP IN EDUCATING THE STUDENTS OTHER THAN TEACHING

SUPW……………………………………………………………………………………………………………………………………………………...

ART & CRAFT……………………………………………………………………………………………………………………………………………………….

HANDICRAFTS……………………………………………………………………………………………………………………………………………

HOME SCIENCE…………………………………………………………………………………………………………………………………………

GAMES & SPORTS……………………………………………………………………………………………………………………………………..

GIVE AT LEAST THREE REFERENCES

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.NO.** | **NAME** | **LAST POST HELD IN OFFICE/BUSINESS** | **NO OF YEARS YOU KNOW THE PERSON** | **RES. ADDRESS** | **TEL NO. LANDLINE AND MOBILE** | **YOUR RELATIONS** |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**UNDERTAKINGS**

1. MY LAST SALARY DRAWN PER MONTH WAS/IS………………………. IN(RS.)
2. I HAVE TAKEN/NOT TAKEN THE PERMISSION OF MY PRESENT EMPLOYER TO APPLY
3. I HAVE READ AND UNDERSTOOD ALL THE TERMS AND CONDITIONS
4. I UNDERSTAND THAT SUBMITTING THE APPLICATION DOES NOT IMPLY THAT I WILL BE CALLED FOR THE INTERVIEW.
5. THE SCHOOL HAS THE RIGHT TO REJECT MY CANDIDATURE AT ANY STAGE OF PROCESS OF SELECTION.
6. IF SELECTED I WILL BE WILLING TO JOIN THE SERVICE AS MUTUALLY AGREED UPON AND ABIDE BY THE CONTRACT OF THE SERVICE OFFERED AT THE TIME OF JOINING.
7. IF ONCE ACCEPTED THE LETTER OF APPOINTMENT I WILL JOIN MY DUTIES FAILING WHICH I WILL DEPOSIT THE AMOUNT EQUIVALENT TO ONE MONTH’S SALARY OFFERED TO ME AS PER MY APPT. LETTER.
8. I WILL SUBMIT ALL THE ORIGINAL DOCUMENTS/DEGREE/MARK SHEETS/CERTIFICATES FOR NECESSARY VERIFICATION BY THE SCHOOL AUTHORITIES WHICH WILL BE RETURNED TO ME ONLY AFTER I GIVE MY JOINING REPORT AND RESUME MY DUTIES IN THE SCHOOL
9. THE MINIMUM GROSS SALARY ACCEPTABLE TO ME AT THE TIME OF JOINING IS RS……………………PER MONTH

ANY OTHER INFORMATION YOU WISH TO GIVE

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NAME SIGNATURE

DATE