

ARMY PUBLIC SCHOOL, AYODHYA CANTT
APPLICATION FORM FOR NON TEACHING STAFF

Please paste recent passport size colour photograph. Do not staple

Application form for the post of _____
Demand Draft No _____ Bank _____

1. **PERSONAL DATA :**

| | | | |
|-----|------------------------------|---|--|
| (a) | Name in full (Block letters) | : | |
| (b) | Son/Daughter/wife of | : | |
| (c) | Date of Birth | : | |
| (d) | Nationality | : | |
| (e) | State | : | |
| (f) | Address | : | |
| | City | : | |
| | District | : | |
| | State | : | |
| | Pin Code | : | |
| (g) | Contact details | : | |
| | Mob No | : | |
| | Email id | : | |
| | Landline No/Whatsapp No | : | |

2. **PRESENT/PREVIOUS OCCUPATION:**

| | | | |
|-----|--|---|--|
| (a) | Designation of Post | : | |
| (b) | Name and Address of Institution/Organization | : | |
| (c) | Designation of superior In-charge | : | |
| (d) | Contact No of superior (for verification if need be) | : | |
| (e) | Period of notice you will have to give, if selected. | : | |

3. **FAMILY LIFE**

| | | | |
|-----|---|---|--|
| (a) | Marital status (Single/Married/Widowed) | : | |
| (b) | If married/widowed | : | |
| | Name & occupation of spouse | : | |
| (c) | No. of children | : | |
| | Child Name, Age & Gender | : | |
| | | : | |

4. **EDUCATIONAL RECORDS : SCHOOL, COLLEGE OR UNIVERSITY**

Give details of all exams starting from Secondary School onwards.

| SNo | Examinations | Marks obtained | Percent (%) | Division | Year of passing | Subject Taken | Name of University/Board/Institute |
|-------|-----------------|----------------|-------------|----------|-----------------|---------------|------------------------------------|
| (i) | High School | | | | | | |
| (ii) | Intermediate | | | | | | |
| (iii) | Graduation | | | | | | |
| (iv) | Post Graduation | | | | | | |
| (v) | | | | | | | |
| (vi) | | | | | | | |

5. Graduation/Post Graduation through correspondence or regular : _____

6. Training in NCC, scouting, Music/Art, Dramatics or other such activities. Give rank, status/proficiency achieved.:

7. Merit Scholarship won? If so what : _____

8. Languages you can read write and speak fluently.

| | | | | | |
|-----|--|-----|--|-----|--|
| (a) | | (b) | | (c) | |
|-----|--|-----|--|-----|--|

9. **EXPERIENCE**

Fill the particulars in chronological order starting with your appointment (if there is not enough space attach a separate sheet)

| S/No | Organization/School/Institutions | Designation | (Exact dates to be indicated) | | Total Exp in years |
|------|----------------------------------|-------------|-------------------------------|----|--------------------|
| | | | From | To | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Include any other post held which are relevant to the field of Education.

10. **HEALTH**

- (a) What kind of health do you keep ? _____
- (b) Do you need any medical treatment/assistance for the disease you are suffering from :

- (c) Are you differently abled ? Give details _____

11. **COMPUTER KNOWLEDGE** (Separate sheet can be attd)

- (a) Have you done any degree/diploma in computer give details :
(b) Any experience on working on computer Details.
(c) Do you own a personal Laptop, if yes give details:
(d) Your knowledge of computer hardware:

12. **OTHER ACTIVITIES**

(a) In answering please indicate personal characteristics, interests and aspirations you have which you believe will be valuable to this institution:

(i) _____

(ii) _____

13. Give names of two references, which should know you well personally and have an intimate knowledge of your work (not relatives)

(a) Name : _____ (b) Name : _____

Address : _____ Address : _____

Date : _____

(Signature of Applicant)