

APPLICATION FORM FOR TEACHING STAFF

(To be filled in the candidate's own handwriting)

AFFIX LATEST
PASSPORT SIZE
PHOTOGRAPH
HERE

POST APPLIED FOR _____

1. Full Name _____ 2. M/F _____
3. Father's/Husband's/Wife's Name _____
4. a) Father's profession _____
Place of work _____ Mobile: _____
b) Mother's profession _____ Mobile: _____
Place of work _____
c) Spouse's profession _____ Mobile: _____
Place of work _____
5. Date of Birth _____ Age as on last birthday _____ years
6. Mother Tongue _____ Language(s) commonly spoken at home _____
7. Local Address _____
_____ Mobile: _____
Res. Tel. No.: _____ E-mail Id.: _____
8. Permanent Address _____

9. Nationality _____
10. Family Status: Married/Unmarried/Divorced/Separated _____
11. No. of Children _____ their age and sex. If studying, name of the institution(s), class/course

12. Academic & Professional Qualifications (Attested copies of certificates to be attached)

Examinations passed beginning from Sec./ Sr. Sec. Exam	Subjects	Name of School/ College attended	% Marks & Division	University/ Board	External/ Regular Student	Year

13. Name of the school where practice teaching was conducted:

14. Language proficiency :

Languages	Reading	Writing	Speaking

15. Teaching Experience in recognized schools - beginning with the most recent. (Attested copies of certificate(s) from the Head of the Institution should be attached) :

TEACHING EXPERIENCE IN RECOGNIZED SCHOOLS

NAME OF THE INSTITUTION	RECOGNIZED BY/ NOT RECOGNIZED	DURATION	RELEVANT DATES		POST HELD	CLASSES & SUBJECTS TAUGHT		MEDIUM IN WHICH TAUGHT	REASONS FOR LEAVING
			Date of Appointment	Date of Resignation		Class	Subject/s		

16. Total working experience: _____

17. Which subject(s), besides the area of your specialization, would you like to teach? Please mention them in order of preference.

Classes	Subjects

18. List any paper(s) published by you, any honour, awards etc., received.

19. Participation in Summer Institutes, Orientation Courses, Workshops, Seminars, In-Service Training, etc. (use separate sheet if necessary).

Name of the Course	Institution/ Organization & Place	Period : From - To	Duration

20. Achievement in Games/ Sports/Athletics/NCC/Scouting/ Girl Guide etc. Give details.

21. Hobbies : Please specify the extent of proficiency/ seriousness.

22. Interest in co-curricular activities: Give self-assessment of competency level on a 5-point scale in the brackets. (The highest number corresponds to the best).

Community Work	()	Environmental activities	()
Art	()	Dance	()
Dramatics	()	Recitation	()
Debate	()	Elocution	()
Music	()	Participation in Tours, Camps, etc.	()
Reading	()	Self Defence/ Martial Arts	()

23. How much time are you willing to spare, beyond the formal school hours, for the following?

- Remedial teaching _____
- Teaching the gifted _____
- Co-curricular activities _____
- Tours/Picnics/Outings _____
- Children's personal/emotional problems _____
- Any other, specify _____

24. Grade, salary and other emoluments currently/last drawn (Please attach the last salary slip):

Grade	Basic Pay	Other allowances	Total P.M.

25. Grade/Salary expected _____

26. If selected, when can you join? _____

27. On a separate sheet of paper, in your own handwriting, describe briefly :

(Please write in Hindi if you are applying for a Hindi Teacher's post)

- (i) Three best things that you liked in your own schooling experience.
- (ii) Three worst things that happened to you during your own schooling.
- (iii) Two aspects of the Indian School System that you would like to correct urgently and how.

28. Places you have travelled to with purpose, duration and date :

Places Visited	Purpose	Duration & Date

29. Mention, if any, physical disability, major illness, operations in past, congenital disorder etc.,

30. Have you any dependents? Yes No If yes, please indicate name, relationship and age :

Name of dependent(s)	Relationship	Age

31. Have you been arrested, indicted or summoned to Court as a Defendant in criminal proceedings or convicted, fined or imprisoned for violation of Law? Yes No

If yes, please give full particulars:

32. Have you ever been associated with The Srijan School (as a parent, student, staff or any other)?

Yes No

If yes, please give details _____

33. Have you ever appeared for an interview or a test at The Srijan School?

Yes No

If yes, please give details _____

34. If you wish to share any views or would like to express any thoughts, please use a separate sheet.

35. References (at least two) :

1. Name _____ Professional Status _____

Address _____

Mobile no. _____ Tel. (Off.) _____

2. Name _____ Professional Status _____

Address _____

Mobile no. _____ Tel. (Off.) _____

I certify that the information given by me in this application form is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or omission made herein or in any other document submitted to the school renders me liable to termination or dismissal.

Date _____ Signature of Candidate _____

Place _____

For use by the Office of the School

1. Attested copies of Degrees/Diploma Certificates and Statement of Marks as specified below:

Attested Copies of	Secondary	Senior Secondary	Graduation	Post Graduation	B.Ed./M.Ed./B.El.Ed.	Any other/ Experience Certificates
Certificates						
Statement of Marks						

Checked by: _____