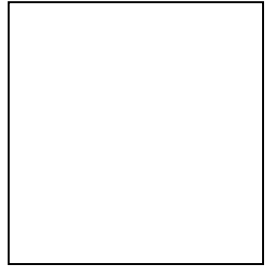




**Delhi Public School  
Indore**

**APPLICATION FOR EMPLOYMENT FOR ACADEMIC / NON ACADEMIC STAFF**

**CONFIDENTIAL**



Form No. \_\_\_\_\_

Title of post applying for: \_\_\_\_\_

**PERSONAL**

Full Name (in capitals)(Mr./Ms./Mrs.): \_\_\_\_\_

Father's Name & Occupation: \_\_\_\_\_

Spouse Name & Occupation: \_\_\_\_\_

Date of Birth: Date \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_ Age as on last birthday \_\_\_\_\_

Nationality & Religion \_\_\_\_\_

Category GEN  OBC  SC/ST

Married / Unmarried \_\_\_\_\_ No. of Children \_\_\_\_\_

Detail of foreign travels if any \_\_\_\_\_

**CONTACT DETAILS:**

Landline No. with STD Code: \_\_\_\_\_ Mob.No. \_\_\_\_\_ Father/ Spouse Mob. No. \_\_\_\_\_

Postal Address with Pin Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Father/Spouse Email: \_\_\_\_\_

**EDUCATION AND QUALIFICATIONS**

Qualifications will be verified on appointment

| Exam/<br>Degree/Diploma                | Medium<br>of Study | Year | Marks<br>(%) | Institute / School /<br>College | University/Board | Subject |
|--|--------------------|------|--------------|---------------------------------|------------------|---------|
| X <sup>th</sup>                        |                    |      |              |                                 |                  |         |
| XII <sup>th</sup>                      |                    |      |              |                                 |                  |         |
| B.Sc/B.Com/BA/BBA/<br>Others (Specify) |                    |      |              |                                 |                  |         |
| M.Sc/M.Com/MA/<br>MBA/Others (Specify) |                    |      |              |                                 |                  |         |
| B.Ed/M.Ed                              |                    |      |              |                                 |                  |         |
| Mphil                                  |                    |      |              |                                 |                  |         |
| PhD                                    |                    |      |              |                                 |                  |         |

**EMPLOYMENT EXPERIENCE**

Total Working Experience (No. of Years)

(a) Teaching \_\_\_\_\_

Present & previous employer

| Name of the institution<br>with complete postal<br>Address | From | To | Period | Subject | Class taught |
|--|------|----|--------|---------|--------------|
|  |      |    |        |         |              |
|  |      |    |        |         |              |
|  |      |    |        |         |              |

(b) Non-Teaching \_\_\_\_\_

| S.No. | Name of the institution with complete postal Address | From | To | Details of experience |
|-------|--|------|----|-----------------------|
|       |  |      |    |                       |
|       |  |      |    |                       |
|       |  |      |    |                       |
|       |  |      |    |                       |

**DETAILS OF LAST SALARY DRAWN:**

| Particulars                   | Rs. / Per Month |
|-------------------------------|-----------------|
| 1. Basic (Scale : _____ )     |                 |
| 2. Dearness Allowance         |                 |
| 3. HRA                        |                 |
| 4. Conveyance Allowance       |                 |
| 5. Other Allowances (Specify) |                 |
| 6. Perks (Give Details)       |                 |
|                               |                 |
| <b>GRAND TOTAL</b>            |                 |

**KNOWLEDGE OF INDIAN LANGUAGES:**

(a) Spoken \_\_\_\_\_ (b) Written \_\_\_\_\_

**PROFICIENCY IN SPORTS AND ACTIVITIES:**

**SEMINARS/COURSES ATTENDED:**

| S.No. | Name of Seminars/Courses | Duration | Description |
|-------|--------------------------|----------|-------------|
|       |                          |          |             |
|       |                          |          |             |
|       |                          |          |             |

**REFERENCES FROM PROFESSIONAL BACKGROUND:**

|                                |                                |
|--------------------------------|--------------------------------|
| 1. Name: _____                 | 1. Name: _____                 |
| Capacity in which known: _____ | Capacity in which known: _____ |
| Address: _____                 | Address: _____                 |
| Tel No (code): _____           | Tel No (code): _____           |
| E-mail address: _____          | E-mail address: _____          |

**GENERAL:**

Do you have any substantial connection with any employee of JSWS or its Units Yes  No

If yes please give details: \_\_\_\_\_

**OTHER INFORMATION:**

Do you have any disability? Yes  No

If yes nature of disability: \_\_\_\_\_

**Any other information (that you wish to make in support of your application)**

\_\_\_\_\_  
\_\_\_\_\_

|   |
|---|
| Expected joining period required: _____ |
| Expected CTC (Rs. / Per Month) _____    |

I hereby declare that all the particulars stated in the application are true to the best of my knowledge and belief.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



**DELHI PUBLIC SCHOOL INDORE**  
**E: TEACHER'S APPLICATION FORM -- 20\_\_\_\_ ..... (Additional Information)**

(Please fill the form in own handwriting)

Name of Candidate: \_\_\_\_\_ Post Applied for \_\_\_\_\_ Subject \_\_\_\_\_ No. of years Exp. \_\_\_\_\_

|    |                                     |   |   |  |
|----|-------------------------------------|---|---|--|
| 1. | Time Table Incharge                 | A | Handled independently for No. of years      |  |
|    |                                     | B | Can only make daily arrangements            |  |
|    |                                     | C | Can prepare block Time Table                |  |
| 2. | Exam Controller                     | A | Can handle only tests                       |  |
|    |                                     | B | Can handle internal exams                   |  |
|    |                                     | C | Can handle entrance exams                   |  |
|    |                                     | D | Can handle Board X & XII exams              |  |
|    |                                     | E | Can handle outside Competitive Exams        |  |
|    |                                     | F | Any other related exams                     |  |
| 3. | Activity Incharge                   | A | Professional training qualification, if any |  |
|    |                                     | B | Nature of activity, No. of years            |  |
|    |                                     | C | Any other                                   |  |
| 4. | Field & Educational Trips Organised | A | Nature of trips                             |  |
|    |                                     | B | Level at which organized                    |  |
|    |                                     | C | Place to which organized                    |  |
|    |                                     | D | Mountaineering & Trekking                   |  |

|     |                                |   |  |  |
|-----|--------------------------------|---|--|--|
| 5   | Seminars & Workshops organized | A | Title of Seminars / Workshops                |  |
|     |                                | B | Subject                                      |  |
|     |                                | C | No. of participants & level                  |  |
| 6   | Cultural                       | A | Professional training qualifications. If any |  |
|     |                                | B | Nature of activity. No. of years             |  |
| 7.  | Games & Sports                 | A | Professional Training qualifications. If any |  |
|     |                                | B | No. of years                                 |  |
|     |                                | C | Achievements                                 |  |
| 8.  | Club Membership                | A | Name of organizations                        |  |
|     |                                | B | No. of Years                                 |  |
|     |                                | C | Activities of club                           |  |
|     |                                | D | Your contribution                            |  |
|     |                                | E | Any other                                    |  |
| 9.  | Computer Knowledge             | A | Can handle Data Entry                        |  |
|     |                                | B | Can work with MS Office                      |  |
|     |                                | C | Can Develop programmes, if yes, Platform?    |  |
|     |                                | D | Any other                                    |  |
| 10. | NSS/NCC/Scouts & Guide         | A | Level of Certificate                         |  |
|     |                                | B | Worked as Instructor for No. of year         |  |
|     |                                | C | Attended National Level Camps                |  |
| 11. | Guiding for Competitive Exams  | A | NTSE Level Exams                             |  |
|     |                                | B | PET/PMT/IIT etc                              |  |
|     |                                | C | Any other                                    |  |
| 12. | Journalism                     | A | Language                                     |  |
|     |                                | B | Professional Qualification                   |  |
|     |                                | C | Experience                                   |  |

Note: It is mandatory to fill all the columns.