



MODERN SCHOOL
VASANT VIHAR
POORVI MARG, NEW DELHI-110057

APPLICATION FOR APPOINTMENT

Post

Grade

Subject

AFFIX
LATEST PASSPORT SIZE
PHOTOGRAPH

1. PERSONAL DETAILS

NAME _____ SEX _____ AGE _____

DATE OF BIRTH _____ PLACE OF BIRTH _____ STATE _____

MARITAL STATUS ☐ Married ☐ Unmarried ☐ Divorced ☐ Separated ☐ Widowed

PRESENT ADDRESS (For communication)

PERMANENT ADDRESS

TEL _____

TEL _____

E-mail Id _____

E-mail Id _____

2. LANGUAGE PARTICULARS

Spoken Languages _____

Spoken, Read and Written _____ Fluent enough to teach _____

3. FAMILY DETAILS

NAME OF SPOUSE *Mr. /Mrs.* _____ *Age* _____

Educational Qualifications _____

Occupation _____ *Organisation* _____ *Designation* _____

FATHER'S NAME _____ *Age* _____ *Occupation* _____

MOTHER'NAME _____ *Age* _____ *Occupation* _____

CHILD'S NAME	Age	Sex	Education	School/College/Occupation
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

4. EDUCATIONAL HISTORY *(In chronological order)*

Enclose self-attested copy of certificates

<i>School/College & University</i>	<i>Location</i>	<i>Year</i>	<i>Degree</i>	<i>Subjects</i>	<i>Marks%</i>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

5. ACHIEVEMENTS AND DISTINCTIONS DURING EDUCATION

<i>Achievement/Distinction</i>	<i>Description</i>	<i>Year</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. PRESENT/LAST EMPLOYER

NAME & ADDRESS OF INSTITUTION

BOARD AFFILIATED TO _____

NUMBER OF BRANCHES _____

CLASSES FROM _____ TO _____

NUMBER OF TEACHERS _____

TEL _____

NUMBER OF STUDENTS _____

7. EMPLOYMENT DETAILS

DATE OF JOINING _____

PRESENT/LAST REMUNERATION

Grade on joining (PGT, TGT etc.) _____

Basic Monthly Salary Rs. _____

Designation on joining _____

Dearness Allowance Rs. _____

DATE OF CURRENT APPOINTMENT _____

House Rent Allowance Rs. _____

Current Grade _____

Other perks(*please specify*) _____

Current Designation _____

CLASSES TAUGHT _____

SUBJECTS TAUGHT _____

Total Remuneration Rs. _____ADDITIONAL PORTFOLIO (*If applicable*) _____JOB RESPONSIBILITIES (*Brief description*)**ORGANISATIONAL (REPORTING) CHART****8. REMUNERATION EXPECTED** _____

[illegible]

Year

11. ANY PAPERS/ ARTICLES/ BOOKS WRITTEN OR PRESENTED BY YOU*Paper/ Article/ Book**Subject**Year*

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

12. A BRIEF NOTE ON ICT KNOWLEDGE & SKILLS

13. MEMBERSHIP OF CULTURAL, SOCIAL, RELIGIOUS OR POLITICAL ORGANISATIONS*Name of Organisation**Objectives of Organisation**Your Status**Joined in*

_____	_____	_____	_____
_____	_____	_____	_____

14. ANY HOBBIES, SPECIAL SKILLS OR INTERESTS

15. DETAILS OF ANY DISABILITY/ SERIOUS ILLNESS*Description**Consequences**Year**Period*

_____	_____	_____	_____
_____	_____	_____	_____

16. ANY OTHER RELEVANT INFORMATION/INSIGHT

17. REFERENCES (Two persons not related, at least one from your line of work who may be contacted)

NAME	_____	_____
OCCUPATION	_____	_____
ORGANISATION	_____	_____
ADDRESS	_____	_____
	_____	_____
	_____	_____
PHONE	_____	_____
E-mail Id	_____	_____

DECLARATION I certify that the above information is correct and complete to the best of my knowledge, and that nothing has been concealed. If at any time I am found to have concealed or misrepresented any information, my appointment is liable to termination without notice or compensation. I declare that I am of sound mind at the time of signing this document.

Date _____

Place _____

Signature _____