



ARMY PUBLIC SCHOOL, JALANDHAR CANTT

NEAR MILITARY HOSPITAL, JALANDHAR CANTT

Ph: 0181-2630776, 835.Army: 2560, 2561

APPLICATION FORM

ADM/NONTEACHING

STAFF POST APPLIED FOR:.....

Please
paste recent
passport
size colour
photograph.

1. **Personal Data** .

- (a) Name in full (Block letters) : _____
- (b) Son/Daughter/Spouse of : _____
- (c) Date of Birth : _____
- (d) Nationality : _____
- (e) Religion : _____
- (f) State : _____
- (g) Address : _____

- (h) Contact Details :-
Landline No (with STD Code) : _____
Mob No : _____
- (j) Email ID : _____

2. **Present Occupation.**

- (a) Designation of Post : _____
- (b) Name and Address of Institution/Organization. : _____
- (c) Notice Period Required : _____
- (d) Last Salary Drawn : _____

3. **Personal Details.**

- (a) Marital status : Single/Married/Widowed
- (b) Name & occupation of Father/Spouse : _____

- (c) No of children with age and sex
(i) _____
(ii) _____

4. **Educational Qualifications** . Give particulars of all exams from Matriculation onwards (You may attach a separate sheet if necessary) :-

Examination	Name of Board/ University	Year of Passing	Subjects Taken	Percentage (%age)

5. Languages you can read write and speak fluently :

(a) _____ (b) _____ (c) _____

6. Any books/articles written ? Give details : _____

7. **Experience**. Fill the particulars in chronological order starting with your first appointment. If necessary, attach a separate sheet :-

Name of Organization / Institute	Appointment	Period		No of years/months
		From	To	

8. **Aptitude**.

(a) Interest in Cultural activities/Games : _____

(b) Hobbies : _____

_____.

9. **Health.** Medical, Disability/Specific Ailment (if any) : _____

10. Specify Achievements in Sports : _____

11. **Computer Knowledge.**

(a) Have you done any degree/diploma in computer ? Give details : _____

(b) Any experience in Hard Ware or Networking : _____

(c) Do you know basic computer (Knowledge of MS Office, MS Excel, MS Power Point) ? : _____

(d) Basic Knowledge of accountancy? : _____

12. **Other Activities.**

(a) Membership and office professional Associations : _____

(b) Please indicate personal characteristics, interests and aspirations you have, which will be valuable to this institution : _____

13. Give name of two references (Not related to the applicant): -

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

Address: _____ Address: _____

Mobile No: _____ Mobile No: _____

14. If appointed: -

(a) I agree to abide by the AWES Rules and Regulations for Army Public Schools.

(b) I understand to serve the school till end of the Academic session.

(c) I solemnly state that all the particulars/statements above are true to be best of my knowledge and belief.

Date:

(Signature of applicant)