

**ARMY PUBLIC SCHOOL, DAGSHAI**  
**APPLICATION FOR NON-TEACHING/ADM STAFF**

Application for the post of \_\_\_\_\_

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1. **PERSONAL DATA:**

- (a) Name in full (Block letters) : \_\_\_\_\_  
 (b) Son/Daughter/Wife of : \_\_\_\_\_  
 (c) Date of Birth : \_\_\_\_\_  
 (d) Nationality : \_\_\_\_\_  
 (e) State : \_\_\_\_\_  
 (f) Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(g) Contact Details:-

Landline No. (with STD Code) \_\_\_\_\_  
 Mobile No \_\_\_\_\_  
 E-mail ID \_\_\_\_\_

2. **PRESENT/PREVIOUS OCCUPATION :**

- (a) Designation of Post : \_\_\_\_\_  
 (b) Name & address of Institution/Organisation : \_\_\_\_\_  
 (c) Designation of superior Incharge : \_\_\_\_\_  
 (d) Contact No of superior (for verification if need be) : \_\_\_\_\_  
 (e) Period of notice you will have to give, if selected? : \_\_\_\_\_  
 (f) What salary are you drawing : \_\_\_\_\_

3. **FAMILY LIFE**

- (a) Marital status Single/Married/Widowed  
 (b) If married/widowed Name & occupation of spouse  
 \_\_\_\_\_  
 No of children with age and sex  
 \_\_\_\_\_  
 \_\_\_\_\_

4. **EDUCATIONAL & PROFESSIONAL RECORDS:**

Examination	Marks obtained	Percentage	Division	Year of passing	Subjects taken	Name of University/ Board/Institute

5. Languages you can read, write and speak fluently.

(a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_

6. **EXPERIENCE:**

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

Experience (Exact dates to be indicated)		Institution
From	To	

7. **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

8. **CO-CURRICULAR ACTIVITIES/GAMES AND SPORTS**

What co-curricular activities can you teach? \_\_\_\_\_

9. **COMPUTER KNOWLEDGE** (Separate sheet can be att)

(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:

10. **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) \_\_\_\_\_

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

(a) Name _____ Address _____ _____	(b) Name _____ Address _____ _____
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**Agreement:**

12. If appointed:-

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

(b) I undertake to serve the school till the end of the final term i.e. upto the finalization of the result of the class taught or a period specified/fixed by the management.

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

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

(Signature of applicant)

**INSTRUCTIONS TO CANDIDATES**

1. Please download and print the Application Form.
2. All details at Ser 1 (Personal data) are mandatory. Fill up in Block Capitals.
3. Paste one recent coloured passport size photograph on the form and attach on additional photograph for Call Letter.
4. Send by post. No applications will be accepted via e-mail.
5. Send DD for Rs 250/- payable at Solan.