

ARMY PUBLIC SCHOOL UNCHI BASSI
APPLICATION FOR ADM / NON TEACHING STAFF

Application form for the post of _____

(Please apply on separate application form alongwith separate DD of Rs 100/- if applying for more than one post)

Please paste
recent passport
size colour
photograph
Do not staple

1. PERSONAL DATA :

(a) Name in full (Block letters) : _____

(b) Son/Daughter/Wife of : _____

(c) Date of Birth : _____

(d) Age as on 01 Apr 2023 : Years _____ Months _____

(e) Nationality : _____

(f) State : _____

(g) Address : _____

(h) Contact Details:-

Landline No (with STD Code) : _____

Mob No : _____

Email ID : _____

2. PRESENT/PREVIOUS OCCUPATION :

(a) Designation : _____

(b) Name and Address of
Institution/Organization : _____

(c) Designation of superior
In-charge : _____

(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 RECORDS : School, College or University

Give details of all exams starting from Secondary School onwards

Examination	Marks Obtained	%age	Year of passing	Subjects taken	Name of University/Board/Institute

Graduation/Post Graduation through correspondence or regular_____

5. Training in NCC, Scouting, Music/ Art, Dramatics or others such activities, give rank, status/ proficiency achieved_____
- _____
6. Merit Scholarship won? If so what? _____
7. Language you can read, write and speak fluently.
- (a)_____ (b)_____ (c)_____
8. Any book/article written? If so, give their titles/Magazines in which published?
- _____
- _____
- _____

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

Post held	From	To	School/College	Total Experience in years

10. **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 _____

11. **GAMES AND SPORTS :**

12. **COMPUTER KNOWLEDGE :** (Separate sheet can be attached)

- (a) Have you done any degree/diploma in computer? Give details: _____
- (b) Any experience on working on computer? Give details : _____
- (c) Do you own a personal laptop, If yes give details : _____
- (d) Your knowledge of computer hardware : _____

13. **OTHER ACTIVITIES :**

In answering, please indicate personal characteristics, interest and aspirations you have which you believe will be valuable to this institution:

- (i) _____
- (ii) _____

14. Give name of two references, who know you well personally and have an intimate knowledge of your work (not relatives)

- (a) Name : _____ (b) Name : _____
- Address : _____ Address : _____
- _____
- _____

15. I have/ have not been selected at interviews held at _____
on _____ and I have been / have not been selected for appointment
at _____.

16. **AGREEMENT** :

If appointed

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

(b) I undertake to serve the school till the end of the final term or a period specified/ fixed by the management.

(c) I solemnly state that 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.
3. Paste one recent coloured passport size photograph on the form and attach one additional photograph.
4. Send application along with supporting documents by Registered post/by hand. No applications will be accepted via e-mail.