

**MATA JAI KAUR PUBLIC SCHOOL &
JASPAL KAUR PUBLIC SCHOOL**

TEL.: 27244590, 27221674

PHOTOGRAPH

APPLICATION FOR THE POST OF _____

I) PERSONAL DETAILS

1. NAME : _____

2. DATE OF BIRTH: _____

3. PRESENT ADDRESS: _____

TEL NO.: _____ MOBILE: _____ EMAIL ID: _____

4. MARITAL STATUS: _____

5. CHILDREN & THEIR AGES 1) _____

2) _____

3) _____

6. NAME OF FATHER/SPOUSE: _____

7. OCCUPATION OF FATHER/SPOUSE: _____

II) EDUCATIONAL & PROFESSIONAL DETAILS

Exam Passed	Year of Passing	Name of Institution (School/ College)	Regular/ Distance/ Correspondance	Name of Board or University	Class/Div & % of Marks	Subjects	Medium of Instruction
Class X							
Class XII							
Graduation (Please specify)							
Post Graduation (Please specify)							

III) COMPUTER SKILLS

Course Undergone	Year	Course Content	Duration	Name of the Institute	% of marks

IV) Typing Speed: a) English _____ w.p.m.

b) Hindi _____ w.p.m.

V) LANGUAGES KNOWN: 1. _____ 2. _____ 3. _____

VI) EXPERIENCE:

Sl. No	Institution/ Organization Name & place	Dates from.... To....	Nature of job	Salary Basic plus allowances; Total:	Whether working on contract/ adhoc/ permanent
1.					
2.					
3.					
4.					
5.					

VII) OTHER INTERESTS AND ACTIVITIES (Attach a Sheet, if necessary)

VIII) Job Specification (Details):

IX) REFERENCES:

Give names, professions and addresses of two references:

(a) _____ (b) _____

X) Mention the date on which you can join if selected: _____

I solemnly declare that the statements made by me above are correct to the best of my knowledge and belief.

SIGNATURE OF THE CANDIDATE

DATE