# ARMY PUBLIC SCHOOL MUMBAI
## APPLICATION FOR ADM/ NON TEACHING STAFF

Application form for the post of _____

**For Office Use**:
Reg No:................. Recd Dt:.................. Issued Dt:...................
(a)Grad:.......Sub:......... Marks:......% b) Under Grad .........................
(c)B.Lib..........%                        d) Other .............................
(e)Computers: ...................
(f)Exp: .......................
(g)HMV License: ..........................
(h)Principal's Remarks: ...................................................................................

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) | Nationality | |
| | (e) | State | |
| | (f) | Address (for correspondence) | |
| | (g) | Contact Details :- Landline No (with STD Code) --------------------------------  Mob No --------------------------------  Email ID -------------------------------- | |
| 2 | | **PRESENT /PREVIOUS OCCUPATION:** | |
| | (a) | Designation of Post | |
| | (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 -------------------------------- |

**EDUCATIONAL RECORDS :    School, College Or University**

Give details of all exams starting from matriculation or equivalent. Special mention Graduation / Post Graduation **through correspondence or regular.**

| Examination | Marks Obtained | Percentage | Division | Year of passing | Subjects taken | Name of University/ Board/Institute |
|---|---|---|---|---|---|---|
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5    Training in NCC, scouting, Music/Art, Dramatics  or other such activities, Give rank,

status/proficiency achieved ........................................................................................

6.    Merit Scholarship won? If so what?_____

7.    Languages you can read write and speak fluently.
      (a)                        (b)                        (c)

8.    Any books/articles written? If so, give their titles/ Magazines in which published?
      _____

9.    **EXPERIENCE: (As on 01st Apr 2018)**

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

| From | To | School/College/Firm | Post/Designation | Details of work |
|---|---|---|---|---|
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10.    Which major games do you play? _____

11.    **HEALTH**:
      (a)    What kind of health do you keep?...........................................
      (b)    Do you need any medical treatment/assistance for the disease you are
      suffering from.......................................................................
      (a)    Are you differently abled ? Give details

12.    **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 :

13. **OTHER ACTIVITES**
    (a)    In answering please indicate personal characteristics, interests and
    aspirations you have which you believe will be valuable to this institution:
        (i)_____
        (ii)_____

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

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

**Agreement**:

18.    If appointed:-
    (a)    I agree to abide by the AWES Rule 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 results 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 one additional photograph for Call
Letter.
4.    **Send by post.  No applications will be accepted via e-mail.**
5.    **Come along with DD of Rs 100/- drawn from any Nationalised Bank and payable at local city of the selected
School at the time of interviews.**