

Completed application form to be
returned to school by.....

Form No.....



Bal Bharati
PUBLIC SCHOOL
ROHINI

APPLICATION FORM FOR NON TEACHING STAFF

Post Applied For

PHOTOGRAPH

1. Name of the Candidate.....

(In Block Letters)

2. Date of Birth (In figures).....

(In words).....

3. Address (Permanent).....

Postal Address to which communication is to be sent.....

Telephone No.....Any other contact Telephone No.....

E-mail :

4. Married or unmarried.....

If married No. of children with their age.....

5. Fathers/Spouse Name.....

Occupation.....Designation.....

Address (Residence).....

.....Phone.....

Office Address.....

.....Phone.....

6. Educational qualification (Starting from Secondary/Senior Secondary or equivalent examination)

Name of the Examination	Name of the School/University	Year of Passing	Subject taken	Percentage of Marks & Division

7. Experience to be filled in the columns provided below :

Name of the Institution served/ serving in, with full address	Period of Service	Total Salary Drawn	Work(s) Handled	Any other duty performed	Reason for Leaving

8. Participation/interest in the extra curricular activities.

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |

9. References (with full address and designations)

1.
.....
2.
.....

10. Any other special qualifications which you want to furnish.

11. Please write in brief that how you propose to give your best to the Institution in case you are employed.

- N. B.**
1. Incomplete application will not be considered.
 2. Attested copies of certificates/Degrees must be attached with the application (Check the check list)
 3. Application must be filled in by the candidate in his/her own handwriting.

Date

Signature of the candidate

Check-list of the documents to be attached. (Attested)

1. Birth Certificate.
2. Secondary (Class X) Certificate.
3. Sr. Secondary (Class XII) Certificate.
4. Graduation/Post Graduation Certificate.
5. Certificates of experiences.
6. Character certificate from previous Institution.
7. No objection certificate from the previous institution.
8. List of other credentials.

(For office use)

Date of receipt of application.....

Post for which applied.....

Signature