



S.NO. _____

Date: _____

SALWAN PUBLIC SCHOOL

SECTOR C-7, TRANS DELHI SIGNATURE CITY, LONI, GHAZIABAD, U.P.-201102

Phone No. : 0120-2696906, 2696856 & 8826194354

e-mail: spssignaturecity@salwanschools.com

Website : www.spstronica.in

APPLICATION FORM FOR THE NON-TEACHING STAFF

(Paste Passport
Size Photograph)

POST APPLIED FOR _____

NOTE:

1. Copies of certificates of degrees, testimonials and a passport size photograph should be attached with the application (attested by the applicant herself / himself). Originals must be produced at the time of joining.
2. Applicant called for interview to come at her / his own expense.
3. Applicants are advised to send their applications through their present employers, if any. Kindly note that the school does not acknowledge receipt of application form.

1) Name (in capital letters) _____

2) Date of Birth _____ Age _____ Years _____ Months _____

3) Nationality _____ Married/Unmarried _____

4) Whether physically disabled (Yes/No), if yes give details _____

5) Whether suffering from any medical ailment _____ (Yes/No)

6) Father's/Husband's Name & Occupation _____

7) Address for communication: _____

T.No: Res: _____ Off: _____ Mobile: _____

Email ID _____

8) Children: Male _____ Age _____
Female _____ Age _____

- 9) Whether SC/ST/OBC_____ (If yes, kindly enclose the certificate)
- 10) Present Post, if any, with date of appointment (state whether permanent/on probation/or temporary)_____
- 11) Present Pay scale : _____
 Basic Pay : _____
 Grade Pay : _____
 D.A. : _____
 H.R.A. : _____
 Any other Allowance : _____
 Total : _____
- 12) Salary Expected : _____
- 13) Academic Qualifications (Starting from class X onwards):

Examination	Name of the Institution	Board	Division with %	Year of Passing	Medium of instruction	Subjects
Class X						
Class XII						
Graduation ()						
Post Graduation ()						

- 14) Professional / Technical Qualifications:

Course	Year	Division / Grade	Name of the Institution/ Organization	Duration	Contents of the course

15) Work Experience, if any

Name of the Organization with address	Designation	Job Profile	Period		Reason for leaving
			From	To	

16) Total Working Experience (in years): _____

17) Names, addresses & Phone Nos. of two references:

1. Name _____ Designation _____

Address with Telephone Number _____

2. Name _____ Designation _____

Address with Telephone Number _____

18) The exact period after which you can join, if selected. _____

19) Why do you think you are a suitable candidate for the post applied for? Kindly explain in your handwriting: _____

20) Whether involved in any Judicial or Quasi-Judicial litigation: (Yes/No)

21) Number of duly attested testimonials and certificates attached. _____

Declaration: I declare that all the statements made in the application form are true to the best of my knowledge and belief.

Signature of Applicant: _____

Date: _____