

ARMY PUBLIC SCHOOL, AMRITSAR (PO KHASA)
Ph : 09463505599
APPLICATION FORM NON-TEACHING/ADM STAFF
POST APPLIED FOR : _____

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1. **PERSONAL DATA :**

- (a) Name in full (Block letters) :-----
letters)
- (b) Son/Daughter/wife of :-----
- (c) Date of Birth :-----
- (d) Nationality :-----
- (e) Religion :-----
- (f) State :-----
- (g) Address :-----

- (h) 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 needed) :-----
- (e) Notice Period Required :-----
- (f) Last Salary Drawn :-----

3. **Personal Details.**

- (a) Marital status :-----
- (b) Name & Occupation of Father/Spouse : -----
- (c) No of Children with age and sex (i) -----
(ii) -----

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

Give details of all exams starting from matriculation onwards (you may att a separate sheet if necessary) :

Examination	Name of Board/University	Year of Passing	Subjects taken	Percentage (%age)

5. Languages you can read write and speak fluently.

(a) (b) (c)

6. Any books/articles written? Give details : -----

7. **EXPERIENCE:**

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

Name of Organisation/Institute	Appointment	Period		No of Years
		From	To	

8. **APTITUDE:**

(a) Interest in Cultural activities/Games :-----.

(b) Hobbies :-----

9. **Health.** Medical, Disability/Specific Ailment (if any) :-----

10. Specify Achievements in Sports : -----

11. **Computer Knowledge**(Separate sheet can be att.)

(a) Have you done any degree/diploma in computer? Give details: -----

(b) Any experience on Hardware or Networking? Give details : -----

(c) Do you know basic computer (Knowledge of MS Office, MS Excel, MS Power Point) : -----.

(d) Basic Knowledge of accountancy : -----.

12. **Other Activities**

- (a) Membership and office in professional Association : -----
 (b) Please indicate personal characteristics, interests and aspirations you have, which will be valuable to this institution :

13. Give names of two references (Not related to the applicant)

- (a) Name : _____ (b) Name : _____
 Address : _____ Address : _____
 Mobile No : ----- Mobile No : -----

Agreement:

14. 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 Academic session.
 (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 from this school web site www.armyschoolasr.org.in
2. All details at Ser 1 (Personal data) are mandatory. Fill up in Block letters.
3. Paste one recent colour passport size photograph on the form and attach one additional photograph.
4. Send either by post or by hand (Put the application form in the Drop Box placed in the school lobby). No application will be accepted via e-mail.
5. Application without copies of attested certificates – educational qualifications, experience will not be considered.
6. Last date for receipt of application at Army Public School, PO – Khasa, Amritsar-143107 : **03 Mar 2025 upto 1400 hrs.**
7. Send DD for Rs 250/- (non refundable fee) in favour of Army Public School Amritsar payable at Amritsar along with application form.