



ARMY PUBLIC SCHOOL, FARIDKOT CANTT
C/o HQ 16Arty Bde, C/o 56 APO
Ph : 01639-292379

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APPLICATION FORM: ADM / NON TEACHING

STAFF POST APPLIED FOR: _____

1. **Personal Data.**

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

(h) Contact Details : _____

2. **Present Occupation.**

- (a) Designation of Post : _____
(b) Name and Address of Institution/ Organization. : _____
(c) Notice Period Required : _____
(d) Last Salary Drawn : _____

3. **Personal Details.**

- (a) Marital status : Single/Married/Widowed
(b) Name & occupation of Father/ Spouse : _____
(c) No of children with age and sex : (i) _____
(ii) _____

4. **Educational Qualifications.** Give particulars of all exams from Matriculation onwards
(You may attach 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 first appointment. If necessary, attach a separate sheet :-

Name of Organization/ Institute	Appointment	Period		No of years/months
		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.**
- (a) Have you done any degree/ diploma in computer? Give details: _____
- _____
- (b) Any experience in Hard Ware or Networking: _____
- (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 professional Associations: _____
- (b) Please indicate personal characteristics, interests and aspirations you have, which will be valuable to this institution : _____
- _____
13. Give name of two references (Not related to the applicant):-
- (a) Name: _____ (b) Name: _____
- ____Address: _____ ____Address: _____
- Mobile No: _____ Mobile No: _____

If appointed:-

- (a) I agree to abide by the AWES Rules and Regulations for Army Public Schools.
- (b) I understand to serve the school till end of the Academic session.
- (c) I solemnly state that all the particulars/ statements above are true to be best of my knowledge and belief.

Date:

(Signature of applicant)

1. Instructions: -

- (a) Walk in Interview will be conducted on 25 June 2024 (Tuesday) at Army Public School Faridkot.
- (b) All candidates have to reach school by 08:00 am positively.
- (c) Passport size photo, Self-attested photocopies of supporting documents to be attached with the Application Form. (Photocopies of Educational & Experience Certificates)
- (d) Bring your Original Documents also. (Mandatory)
- (e) If a candidate does not qualify the education criteria/qualification, he/she will not appear in Interview.
- (f) Payment of Rs 250/- (Rupees two hundred fifty only) in the form of Cash or Demand Draft (DD in the name of 'Army Public School, Faridkot') to be submitted with the form.
- (g) Candidates will enter in Faridkot Mil Stn (Cantt Area) from TCP – 5 Gate only (Nau Qila Road, Faridkot (Pb) - 151203. For entry kindly bring your identity proof (Aadhar Card/ Driving License) with you. (Mandatory)