



श्री Venkateshwar International School

Sector -18, Dwarka, New Delhi-110078

Tel. Nos.: 011-42815336 / 37 / 38, website: www.svis.org.in e-mail id: info@svis.org.in

Application Form for Recruitment (To be filled-in the candidate's own handwriting)

Affix a recent
passport size
coloured
photograph

S.No _____

1. Post applied for : _____
(as per the advertisement)
2. Name of the applicant : Miss/Mrs/Mr _____
3. Date of birth : _____
4. Age : _____ years _____ month
5. Residential Address : _____

6. Telephone No. : _____ Mobile No. _____
7. E-mail Id : _____
8. Aadhaar Card No. : _____
9. Marital Status (✓) : unmarried / married / widow / divorced / separated
10. Nationality : _____
11. a) Name of father / spouse : _____
b) Occupation and designation : _____
c) Complete office address : _____
d) Telephone No. : _____ Mobile No. _____
e) E-mail Id : _____
12. Details of other family members (Parents, In-laws, children as applicable)

| S.No. | Name | Relationship | Age | Studying |
|-------|------|--------------|-----|----------|
| a) | | | | |
| b) | | | | |
| c) | | | | |

13. Fluency in languages

- a) Spoken : _____
- b) Written : _____

14. Particulars of travel abroad, if any, stating the purpose of visit.

15. If applying for PRT / TGT : **CTET / State TET** - Level 1 (year) _____ Level 2 (year) _____

16. Academic and Professional Qualifications in chronological order from Matriculation Level onwards.

| Class/ Degree | Name of the Institution | Board/ Univ. | Years of Passing Joining & Passing | Subjects Studied | % & Grades |
|---|-------------------------|-----------------|---|---------------------|---------------|
| X | | | | | |
| XII | | | | | |
| B.A. / B.Sc. / B.Com. | | | | | |
| M.A. / M.Sc./ M.Com. | | | | | |
| NTT / DIET/ B.El.Ed./ B.Ed. / M.Ed | | | | | |
| Any other Degree / Diploma / Certificate course | | | | | |

17. Details of all Experience: Teaching & others

| S.N. | Name of the Institution | Govt. Recognized or not | Post held | Period of Service | | Classes taught or nature of work | Subjects taught | Reasons for leaving |
|------|----------------------------|--|--------------|----------------------|----|--|--------------------|------------------------|
| | | | | from | to | | | |
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18. Total teaching experience : _____ years _____ months

19. Last salary drawn : Basic : _____
Allowances _____
Total _____

20. State the subjects and classes which you prefer to teach _____

21. Give details of your administrative experience or any responsibility /duty executed as Incharge/ Coordinator.

22. Give details of Seminars /Workshop attended by you in the last three years.

23. Which SUPW can you teach the students (encircle the same)
a) Electronics, Gardening, Book Keeping , Wood-craft, Clay-modelling, Photography, Home Science, Batik, Tie and Dye, Pottery, Commercial Art, Painting , Yoga, Embroidery, Computer Science, School Band, Nursing, Handicrafts, First Aid, N.C.C., Scouts and Guides, Aero-modelling, Macrame, Dance, Vocal Music, Instrumental Music, Graphic Designing etc.

Any other _____

b) Have you won any certificates / taken training in above activities ? Give details.

24. In which literary activities can you guide the students? (encircle the same)
Quiz, Recitation, Debates, Declamation, Elocution, Creative writing, School Magazine, Newsletter, Compering.

Any other _____

25. Are you interested in Games and sports? Which games/sports have you participated in actively and at what level? (School /College /Zonal /Interzonal /State /National)

26. Details of any action research / paper /article/book published (attach a sheet, if needed).

27. Give details of participation in Club /Committee /Association /Organization where you have served earlier.

28. State any other qualification /hobbies /skills /abilities /experience that may be of value to the school, and not covered in this form.

29. Are you computer literate? _____
Furnish details of any courses attended _____

30. Give the name, designation and complete address and Tel. No. of two references (not relatives) from whom confidential reports about your work, character and personality may be obtained. At least one of them must be the Head of Deptt. / Head of the Institution in which you have worked.

References

| | | | | | |
|-------------|---|-------|-------------|---|-------|
| 1. Name | : | _____ | 2. Name | : | _____ |
| Designation | : | _____ | Designation | : | _____ |
| Address | : | _____ | Address | : | _____ |
| | | _____ | | | _____ |
| | | _____ | | | _____ |
| Tel No. | : | _____ | Tel No. | : | _____ |

31. State your salary expectation for the post applied for : _____

32. If selected, state the exact period after which you can join : _____

hereby declare that all entries stated above are true in every detail

Date : _____

Signature : _____

- Note :**
1. Only shortlisted candidates will be called for the interview.
 2. The management reserves the right to select or reject your application for the post applied for without assigning any reason.
 3. You may attach an additional sheet, if required, if space is inadequate.
 4. Attach self-attested photocopies of relevant testimonials and certificates.