



AMERICAN MONTESSORI PUBLIC SCHOOL

L-BLOCK, DLF PHASE II, GURGAON 122002

EMPLOYMENT APPLICATION FORM

Date: _____

INSTRUCTIONS:

1. You are requested to complete this application form in your own handwriting.
2. Please do not attach any certificate with this application form.

Please affix a recent passport-size colour photo

Post applied for: _____

PERSONAL INFORMATION

Name (in block letters): Ms./Mr. _____

Spouse's Name (if applicable): _____

Date of Birth (dd/mm/yyyy): _____

Place of Birth: _____ Nationality: _____

Permanent address: _____

Telephone/Mobile No: _____

Residential/Correspondence Address: _____

Email: _____

Marital Status: _____ Number of Children (if any): _____

OTHER INFORMATION

Foreign Travel/Work Abroad (if any)

Destination	Reason for Travel	Year
_____	_____	_____
_____	_____	_____

EDUCATIONAL QUALIFICATIONS

PLEASE GIVE DETAILS OF ALL RECOGNIZED QUALIFICATIONS/RESULTS AWARDED OR AWAITED IN CHRONOLOGICAL ORDER BELOW

Qualification	Attended		Year of Graduation	Name of the School / College / University	Discipline/Subjects	% age of marks	Division
	From	To					

DETAILS OF SCHOLARSHIPS/PUBLICATIONS/RESEARCH WORK/AWARDS/HONOURS

RECENT WORKSHOPS/COURSES ATTENDED

Workshops/Courses	Date	Description

PROFICIENCY IN ENGLISH LANGUAGE (BEGIN WITH MOTHER TONGUE FIRST)

Language	Comprehension	Spoken	Written
1. _____	_____	_____	_____
2. _____	_____	-	_____
3. _____	_____	-	_____
		-	

DETAILS OF EXTRA-CURRICULAR ACTIVITIES/SPORTS/HOBBIES

DETAILS OF TEACHING/WORK EXPERIENCE

Name of the Institution	From	To	Position Held	Subject and Classes Taught
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

TOTAL EXPERIENCE (IN YEARS)

Teaching: _____ Administration: _____

Other (please specify): _____

WHAT ARE YOUR STRENGTHS?

WHY DO YOU WISH TO JOIN AMPS?

ARE YOU PRESENTLY EMPLOYED? Yes /No

Current/previous employer's name: _____

Designation: _____

Basic pay & gross salary drawn: _____

Total service in the present post: _____

Joining time required (if selected): _____

Expected salary: _____

GIVE DETAILS OF TWO REFERENCES (OTHER THAN RELATIVES) IN THE FIELD OF EDUCATION

Name	Designation	Official Address, Phone (required)
1. _____	_____	_____
2. _____	_____	_____

I hereby certify that the information provided above is true and to the best of my knowledge and belief. If any information is found to be false/incorrect, it will disqualify my continued service at American Montessori Public School.

Signature of the Candidate _____ Date _____ Place _____

(For Office Use Only)

Preliminary interview on _____ Selected Rejected

Final interview on _____ Selected Rejected

Principal

Manager/Director/Chairperson

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Sr. No.....

Name: _____ Post: _____

If applying for a teaching post, please tell us more about your teaching philosophy and methodology. How would you make a difference in the lives of our students at AMPS and what additional contributions can you make to the school community?

(For Office Use)

CHECKING OF CERTIFICATES (to be tick marked)

CERTIFICATES/REMARKS

- | | |
|---------------------------------------|--------------------------|
| 1. Date of Birth/Class 10 Certificate | <input type="checkbox"/> |
| 2. 10 + 2 | <input type="checkbox"/> |
| 3. Graduation | <input type="checkbox"/> |
| 4. B.Ed./NTT/B.Elem.Ed | <input type="checkbox"/> |
| 5. Post-Graduation | <input type="checkbox"/> |
| 6. MPhil/PhD | <input type="checkbox"/> |
| 7. Experience Certificates | <input type="checkbox"/> |
| 8. Medical Fitness | <input type="checkbox"/> |
| 9. L.P.C | <input type="checkbox"/> |
| 10. Others | <input type="checkbox"/> |
- Please mention _____

**Sd/ -
Dealing
Assistant**