



AMERICAN MONTESSORI PUBLIC SCHOOL
L-BLOCK, DLF PHASE II, GURGAON 122002
EMPLOYMENT APPLICATION FORM

Date: _____

INSTRUCTIONS:

1. You are requested to fill in this application form clearly in your own handwriting.
2. Do not attach any certificate with this application form.

Affix a recent
passport-size
colour photograph
in this space.

Post applied for: _____

PERSONAL INFORMATION

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

Father's Name/Husband's Name: _____

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

Place of Birth: _____ Nationality: _____

Permanent Address: _____

Telephone(s): _____ Mobile No: _____

Residential/Correspondence Address: _____

Email Id: _____

Marital Status: _____ Number of Children: _____

OTHER INFORMATION

DETAILS OF FOREIGN TRAVEL (IF ANY)

Destination	Reason for Travel	Year
_____	_____	_____
_____	_____	_____

EDUCATIONAL QUALIFICATIONS

PLEASE GIVE DETAILS OF ALL NATIONALLY RECOGNIZED QUALIFICATIONS AWARDED/RESULTS
AWAITED IN CHRONOLOGICAL ORDER.

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

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

SEMINAR & COURSES ATTENDED

Seminars/Courses

Date

Description

PROFICIENCY IN ENGLISH LANGUAGE (WRITE MOTHER TONGUE AT 1)

	Language	Read	Write	Speak
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

DETAILS OF EXTRA-CURRICULAR ACTIVITIES/SPORTS/HOBBIES

WORK EXPERIENCE

DETAILS OF TEACHING/ADMIN EXPERIENCE

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

TOTAL EXPERIENCE (IN YEARS)

Teaching: _____ Administration: _____

Other (please specify): _____

WHAT ARE YOUR STRENGTHS?

WHY DO YOU WISH TO JOIN AMERICAN MONTESSORI PUBLIC SCHOOL?

ARE YOU IN SERVICE PRESENTLY? Yes/No

☐

Last/Current Employer's Name: _____

Designation: _____

Basic Pay & Gross Salary Drawn: _____

Scale of Pay: _____ Total service in the present cadre: _____

Joining time required if selected: _____

GIVE DETAILS OF TWO REFERENCES IN THE FIELD OF EDUCATION (*no relatives please)

	Name	Designation/School	Phone/Email
1.	_____	_____	_____
2.	_____	_____	_____

I hereby certify that the information provided is true and to the best of my knowledge and belief. If any information is found to be false/ incorrect, it will disqualify my continuation at AMPS.

Signature of the Candidate _____ Date _____ Place _____

(Office Use only)

Preliminary interview on _____	Selected <input type="checkbox"/>	Rejected <input type="checkbox"/>
Final interview on _____	Selected <input type="checkbox"/>	Rejected <input type="checkbox"/>

Principal

Manager/Director/Chairperson

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Sr. No.....

Name: _____

Post of: _____

In what way can you make a difference at AMPS ? If applying for a teaching post, please tell us more about your teaching philosophy & methodology?

(For Office Use)

CHECKING OF CERTIFICATES (to be tick marked)

Remarks :

1. Date of Birth / Class 10 Certificate

☐

2. 10 + 2

☐

3. Graduation

☐

4. B.Ed / NTT / B.El.Ed

☐

5. Post Graduation

☐

6. M. Phil / Ph. D

☐

7. Experience Certificates

☐

8. Medical Fitness

☐

9. L.P.C

☐

10. Others

☐

Please mention _____

**Sd/ -
Dealing
Assistant**