

**INSTRUCTIONS FOR FILLING OF APPLICATION FORM FOR
SELECTION OF CLERICAL STAFF AT ARMY PUBLIC SCHOOL,
FATEHGARH**

1. All candidates are advised to read the following instructions carefully before filling up the application form for selection of clerical staff at Army Public School, Fatehgarh:-

(a) **Candidates will download the application form from the school website and will forward the same to Army Public School, Fatehgarh on the given e-mail address duly completed in all respects before the due date. No application will be accepted after the due date.**

(b) **Candidates from English Medium background only need to apply.**

(c) **Candidates must mention their correct contact number/e-mail address in the application form. In absence of the same, application form is liable to be rejected.**

(d) Candidates will clearly mention the name of the post and subject at appropriate column provided in the application form.

(e) No photocopies of education qualification/other documents will be enclosed alongwith the application form at the time of submission of application to Army Public School, Fatehgarh.

(f) Candidates will pay the fee of application form worth **Rs 250/-** through Demand Draft **made in favour of Principal, Army Public School payable at SBI SLI, Fatehgarh Cantt (Bank Code – 10616)**. There is no need to attach scanned copy of DD alongwith the application form. Only the particulars of Demand Draft will be filled in the application form by the candidates.

(g) Candidates will clearly mention the details of experience, if having any. It will be ensured by the candidates that only such experiences will be shown those they are having certificates issued by the respective institutions.

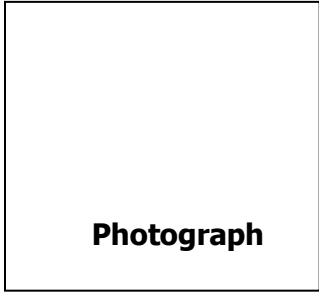
(h) Candidates will bring the following documents at the time of appearing of interview in the school:-

(i) All Educational qualification/experience certificates in original.

(ii) One complete set of photocopies of educational qualification/experience certificates duly attested by a gazetted offr and Demand draft worth **Rs 250/-** in original which will be handed over by the candidates in the office of Army Public School, Fatehgarh on the day of interview.

Note :- No other means of application form other than mentioned above will be accepted by the school.

**APPLICATION FORM FOR SELECTION OF CLERICAL STAFF AT
ARMY PUBLIC SCHOOL, FATEHGARH (UP)**



With reference to advertisement published in _____ dt _____

Applied for _____ : _____
(Mention post)

1. Personal Data:

- (a) Name in full Mr/Mrs/Miss _____
(In Block letters)
- (b) Son/Daughter/Wife of _____
- (c) Date of birth _____
- (d) Age as on 20 Jun 15 _____ Years _____ months ____ days
- (e) Complete address _____

- (f) Mobile Numbers@ _____
- (g) E-mail ID@ _____
@(Only functional telephone numbers and e-mail ID will be given)

2. Educational Qualifications.

Examination	Board/University	Year	Subject taken	% of marks obtained
High School				
Intermediate				
Graduation				
Post Graduation				
Other(s)				

3 Details of Demand Draft worth Rs 250/- (Rs Two hundred and fifty only) :

- (a) Name of Bankers with address : _____
- (b) Demand Draft No & date : _____

4. Experience: Fill in particulars in chronological order starting with your first appt.

Period		Total Period in Months and Year	Appointment	Institution
From	To			

7. **Family details:-**

- (a) Marital status : _____
- (b) Occupation of Father/Husband/Wife : _____
- (c) No of children with Age & Sex : _____

8. Are you presently working? (Yes/No) if yes, give following details:-

- (a) Appt & Institution with dates : _____
- (b) Salary : _____

9. Are you Son/Daughter/Wife of serving/retired Army/Navy/Air Force personnel? If Yes, give following details:-

- (a) Army No, Rank & Name of Father/Husband : _____
- (b) Unit/Regiment : _____
- (c) Whether serving/Retired : _____
- (d) If belongs from War Widow category, furnish complete particulars of the deceased.
: _____

10. I solemnly state that all the above particulars/statements are true to the best of my knowledge and belief. I also understand that in case any particulars given above are found to be false at any later date, my services are liable to be terminated without giving any prior notice.

Dated : _____

(Signature of applicant)

TO BE COMPLETED BY OFFICE

FIT/UNIT

Dated : _____

(Signature of Principal)