

Application No.

Date



**THE HDFC SCHOOL**

Block C, Sushant Lok III, Sector 57, Gurgaon 122003  
Contact No.: +91 70423 30035/36, 0124 - 4379737/837, 2571015/016

## EMPLOYMENT APPLICATION FORM

Paste a passport size photograph

Applying for the position of : \_\_\_\_\_

Pay Scale : \_\_\_\_\_ Total emoluments at minimum of pay scale : \_\_\_\_\_

1. Name : \_\_\_\_\_

2. Address : \_\_\_\_\_  
\_\_\_\_\_

Phone No. : \_\_\_\_\_ Mobile No. : \_\_\_\_\_ E-mail Id. : \_\_\_\_\_

3. (a) Date of Birth 

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 (b) Place of Birth : \_\_\_\_\_

D D M M Y Y Y Y

(c) Mother Tongue : \_\_\_\_\_ (d) Proficiency in written and spoken language

English : Excellent/V. Good/Good/None                      Hindi : Excellent/V. Good/Good/None

4. Family Details:

(a) Father's/Spouse's Name: \_\_\_\_\_

(b) Father's/Spouse's Qualifications: \_\_\_\_\_

(c) Father's /Spouse's Employment Details/Profession: \_\_\_\_\_

(d) Permanent Address: \_\_\_\_\_

Phone No. : \_\_\_\_\_ Mobile No. : \_\_\_\_\_

(e) Marital Status : \_\_\_\_\_ (f) Number of Children & Age : \_\_\_\_\_

5. Academic Qualifications :

Examination passed	Year of passing	Name of Institution	Name of Board or University	Class/Divn. & % of marks	Subjects	Medium-English/Hindi
(a) Higher Secondary (10+2)						
(b) B.A./B.Sc./B.Com.						
(c) M.A./M.Com./M.Sc.						
(d) B.Ed./M.Ed.						
(e)						
(f)						

6. (1) Papers, Publications, if any to your credit :

(a) \_\_\_\_\_ (b) \_\_\_\_\_

7. Professional Experience :

S. No.	Institution Name & Place	Date From & To	Classes taken	Subjects taught	Medium of Instruction	SALARY Basic _____ Allowances _____ Total _____
1						
2						
3						
4						
5						

8. Achievements in :

Sports	
Literary, Public Speaking	
Performing Arts	
Social Service	
Any other	

9. What is your vision and concept of education? Describe the way you would help your students to gain by it and develop an integrated personality?

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10. Mention the date on which you can join, if selected : \_\_\_\_\_

11. References :

Give names, profession, address and contact details of any three references :

(1) _____	(2) _____
_____	_____
_____	_____
_____	_____
(3) _____	
_____	
_____	
_____	

12. I solemnly declare that the statements made by me above are correct to the best of my knowledge and belief.

Date : \_\_\_\_\_

Signature of Candidate : \_\_\_\_\_

Please note :

- (1) Necessary testimonials either in original or self attested copies should be attached with the application.
- (2) Applicants who are called for the interview will come at their own expenses.