

ARMY PUBLIC SCHOOL, DHAR ROAD, UDHAMPUR (J&K)
APPLICATION FORM FOR NON TEACHING & ADMINISTRATIVE STAFF
(LSB BOARD) ON CONTRACTUAL BASIS : ACADEMIC SESSION 2024-25

Application form for the post of _____
 School where would you like to work _____

Please paste recent passport size colour photograph (Do not staple)

1. **PERSONAL DATA.**

(a) Name in Full (**Block Letters**) : _____
 (Mention title as Ms/Mrs/Mr)

(b) Son/Daughter/Wife of (**Block Letters**) : _____
 (Mention Rank in case of Serving/ESM).

(c) Date of Birth & Age :

Date	Month	Year	Total Age As on 01 Apr 2024		
			Year	Month	Days

(d) Nationality : _____

(e) Present/Correspondence Address : _____

(f) Permanent Home Address : _____

(g) Registered Mob No & Landline No : _____

(h) Registered Mail ID : _____

(j) Adhar Card No : _____

(k) PAN Card No : _____

(l) Religion/Cast : _____

(m) Blood Group : _____

2. **PRESENT/PREVIOUS OCCUPATION.**

(a) Designation of the Post : _____

(b) Name and Address of Institute/Organisation _____

(c) Designation of Superior In charge : _____

(d) Contact No of superior : _____
 (For verification, if need be)

(e) Period of Notice you will have to give, if selected. ? : _____

(f) What salary are you drawing : _____

3. **FAMILY DETAILS.**

- (a) Martial State : Married/Unmarried/Divorced_____
- (b) Occupation of Spouse (If married) : _____
- (c) No of Children with age and sex : Male_____ Female_____
- (d) Name of Next of Kin (Heir) : _____
- (e) Contact No of Next of Kin(Heir) : _____ Occupation_____
- (f) Father's Name_____ Occupation_____ Mob No_____
- (g) Mother's Name_____ Occupation_____ Mob No_____

4. **EDUCATIONAL RECORDS : School, College Or University**

Give details of all exams starting from Secondary School onwards and attached Xerox of each Document. Original to be brought for verification at the time of interview.

Examination	Marks Obtained	Percentage %	Division	Year of passing	Subject Taken	Name of University/Board/ Institute

Note :- Attach xerox copies of certificates/degree certificates etc.

5. Experience/knowledge details (applicable for civilians & ex-servicemen) :-

Ser No	Name of Post	Post applied for	Details of Experience (If any)
(a)	Computer Lab Tech, Science Lab Asst., Accountant, UDC, LDC, Receptionist and Driver		

Note :- Attach photo copies of experience certificates.

6. Languages you can read write and speak fluently :-

- (a)_____ (b)_____ (c)_____

7. For Ex - Servicemen only.

(a)	Army Number/JC No				
(b)	Arms/Services				
(c)	Trade				
(d)	Dates	Enrollment			
		Retirement			
(e)	Total service	OR Service			
		JCO Service			
(f)	Medical Category	S	H	A	P
(g)	Any Red Ink/Black Ink entry/any disciplinary case in the entire service				

8. Give names of two references, who must know you well personally and have an intimate knowledge of your work (not relatives):-

(a) Name _____ (b) Name _____

Address _____

10. **AGREEMENT (IF APPOINTED):-**

(a) I, agree to abide by the AWES Rules and Regulations for Army Public Schools.

(b) I solemnly state the all the above particulars/Statements are true to the best of my knowledge and belief.

Dated

(Signature of Applicant)

Name _____

INSTRUCTIONS TO CANDIDATES

- Fill one application for one post only. If candidate applies for more than one post a separate application for each post is mandatory.
- All details mentioned in the application form are mandatory. Fill up in Block Capitals where applicable. No application will be accepted via e-mail.
- Affixed one recent coloured passport size photograph on the Space provided at first page right corner (DO NOT STAPLE IT).
- Candidates to fwd their applications duly completed by Registered post/Speed post on the address '**PRINCIPAL ARMY PUBLIC SCHOOL, DHAR ROAD, PO-SATTANI, UDHAMPUR – (J&K) PIN - 182101** alongwith Demand Draft of Rs 100/- as processing fee in favour of 'PRINCIPAL APS DHAR ROAD' payable at Udhampur (J&K). . Incomplete applications/Delay in Post and not as per format will not be considered.
- Candidates to mention Demand Draft number and date on reverse side of application on last page No 4 and also write his name and category for which applied on reverse side of Demand Draft.