## BSF SENIOR SECONDARY SCHOOL, JAMMU (J&K) SUBMIT YOUR RESUME

PHOTOGRAPH	

Grade applied for ☐PGT (Hindi) -Regular ☐ Mali (Gardener) – On Contractual Basis
(Please tick the appropriate Grade)
Post Applied for:
Demand Draft No.:
Instructions for candidates:
<ol> <li>You are requested to fill in this application form in your own handwriting.</li> <li>Do not attach any certificate with this application form</li> <li>Submission of any false information will make you liable for summary rejection at bthe time of Interview or if appointed, termination without notice.</li> <li>In the column for academic information, please fill in only recognized and completed qualifications.</li> </ol>
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PART A - RESUME
PERSONAL INFORMATION
Mr./ Mrs.
Name in block letters
Name in block letters
Date of Birth
Date Month Year
in words
Age (on the date of application)://////
Contact Address
T. I. I. N. ()
Telephone No (s)
(Email address is a must, short listed candidates will be informed about the interview date through telephone only
Place of Birth State
Nationality Marital Status

Sex

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Age in Years

......

.....

Children

Name

1.....

2.....3....

Name and Occupation		Father		Occupation			
		Mother		Occupati	on		
		Spouse		Occupati	on		
Office Address	& Tel. No(s)	Father		Telephone	 Mobile		
		Mother		Telephone			
		Spouse		Telephone	 Mobile		
ACADEMIC/ PF	ROFESSION	AL QUALIFIC	CATIONS				
( )III SIITICSTIAN	Private/ Regular	Discipline/ Subject	School/ College	Board/ University	Year of Passing	% of Marks	Division
High School							
Inter/ +2							
Graduation							
Post Graduation							
B. Ed.							
Any other							
	I				<u> </u>	<u> </u>	
DETAILS							
Scholarships/ A	wards						
Honours							

Publications

Co-curricular Activities

Sports/ Games

Outdoor Activities

Proficiency in Language (Write Mother Tongue at #1)	Language	Read	Write	Speak
	1			
	2			
	3			
<b>Proficiency in Computers</b>	Do you have a Com	puter at Home?	'	es 🗌 No
	Do you regularly wo	rk on a Comput	er? 🔲 Y	es 🗌 No
	If yes, what software	e can you use p	roficiently?	
	☐ MS Word ☐	MS Excel [	☐ Power Point	☐ Internet
	☐ E-mail ☐	Data Transfer [	Database	☐ Library Software
Any of	ther			
How f	requently do you acce	ess your e-mail.		

INTERESTS From the following indicate the areas of your interest, in order of preference

Academics	Co-curricular	
Accountancy	Activities	Sports
Ancient Civilization	Advertising	Athletics
Anthropology	Archeology	Badminton
Art History	Art Galleries	Basket Ball
Banking	Clay Modeling	Carom
Business	Dance	Chess
Administration	Dramatics	Cricket
Management	Film/ TV/ Journalism	Darts
Computer Sciences	Fine Arts	Football
Economics	Gardening	Gymnastics
Environmental Studies	Interior Designing	Handball
International Relations	Literary Activities	Hockey
Languages	Museums	Judo
Literature	Music	Karate
Mathematical Science	NCC/ Scouts/ Guides	Lawn Tennis
Natural Science	Philately	Skating
Physics Applied	Physical	Fitness Swimming
Science	Physical Fitness	Table Tanis
Social Science	Red Cross	Volley Ball
1	1	1
2	2	2
3	3	3

WORK EXPERIENCE			
Name of the Institu	tion From To	Position Held	d Subjects & Class Taught
Total Experience			
(in years)	(Teaching)	(Administratio	n)
Any other (please s	specify)		
PARTICULARS OF PREV	IOUS JOB		
Name and full addr	ress of present/ last o	rganization	
			esignation
		_	
Were you under Se	sivice bond (ii yes, gi	ve details)	
OTHER INFORMATION			
Foreign Travel Details Des	tination		Year
Seminars &	Seminar/ Course	Date	Description
Courses attended			
Name of three Books	Title	Autho	or(s)
Recently read with			

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.....

Names of the author(s)

Do you	suffer from any maj	or ailment/ med	ical problem?		⊔ No	
			If yes, give details			
Give de	tails of two reference	es (other than y	our relatives in the fi	eld of education	on)	
			I		II	
Name						
Occupa	tion/ Designation					
Address	s (official)					
Telepho	one No					
If any m	nember of your famil	y employed in E	3SF School?	☐ Yes	□ No	
If yes, g	jive details					
			1		II	
Name						
Relation	nship					
Locatio	n of BSF School					
-	•	-		-	nowledge and belief, i	-
informa	tion is found to be fa	alse/ incorrect, it	will disqualify my co	ntinuation in E	SSF Senior Secondary	/
School,	Jammu					
	Cianatura		Data		Dlass	
	Signature		Date		Place	

## PART A – GETTING TO KNOW YOU

Job Re	esponsibility in Previous Institution (s)
Write	your Strengths and Weaknesses
· · · · · · ·	your or ongrie and vroaknesses
How w	vill you check your Weakness?
Your F	Role Models/ Ideals