



# D.A.V. PUBLIC SCHOOL

19, Sitaram Nagar, Velachery – Tambaram Road, Chennai – 600 042  
(Affiliated to Central Board of Secondary Education, New Delhi)  
(Under Control of D.A.V. College Trust and Management Society, New Delhi)

Paste your latest  
Passport Size  
Photo

## APPLICATION FOR TEACHING STAFF    Date: \_\_\_\_\_

**NOTE: 1. Candidate must paste the Photo and fill all fields as applicable to him / her.  
2. Application without Photo and Incomplete Information will be rejected.**

1. NAME (Capital Letters) : Mr./Ms. \_\_\_\_\_  Male  Female

2. Date of Birth       Age   Years  Unmarried  Married  
Date                      Month                      Year

3. APPLICATION FOR THE POST OF TEACHER  SENIOR SECONDARY  SECONDARY  
 MIDDLE SCHOOL  PRIMARY  PART TIME PRE-PRIMARY  FULL TIME PRE-PRIMARY

4. SUBJECT : \_\_\_\_\_ Mother Tongue : \_\_\_\_\_

5. Distance from your Residence to D.A.V. Public School : \_\_\_\_\_ Kms.

6. Total Experience as a Teacher till date : \_\_\_\_\_ Years \_\_\_\_\_ Months  No Teaching Experience

Residence Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin :

Mobile : \_\_\_\_\_

e-mail id: \_\_\_\_\_

Permanent Address (Address at Native Place)

\_\_\_\_\_

\_\_\_\_\_ Pin :

Contact Person at Native Place: \_\_\_\_\_

Relationship with Candidate : \_\_\_\_\_

Mobile: \_\_\_\_\_

Name of your Child _____ <input type="checkbox"/> Male <input type="checkbox"/> Female Class: _____ <input type="checkbox"/> Infant, Age _____	Name of School / College: _____
Name of your Child _____ <input type="checkbox"/> Male <input type="checkbox"/> Female Class: _____ <input type="checkbox"/> Infant, Age _____	Name of School / College: _____

Particulars of Employment of Father  / Husband  Particulars of Employment of Son  / Daughter

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Name of the Organisation : \_\_\_\_\_ Name of the Organisation : \_\_\_\_\_

Designation : \_\_\_\_\_ Designation : \_\_\_\_\_

Office Address : \_\_\_\_\_ Office Address : \_\_\_\_\_

\_\_\_\_\_ Pin: \_\_\_\_\_ Pin: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

e-mail id: \_\_\_\_\_ e-mail id: \_\_\_\_\_

7) Educational Qualifications	Year of Passing	Regular / Correspondence	Full Name of College / Institute & City	Subjects Studied	Percentage
<b>a) Post Graduation -1</b> <input type="checkbox"/> M.A. <input type="checkbox"/> M.Sc. <input type="checkbox"/> M.Com. <input type="checkbox"/> M. Phil. <input type="checkbox"/> M.C.A. <input type="checkbox"/> M.F.A. <input type="checkbox"/> M.P.Ed. Any other _____			College : _____ City: _____ University: _____	Major Ancillary	%
<b>Post Graduation -2 (if applicable)</b> <input type="checkbox"/> M.A. <input type="checkbox"/> M.Sc. <input type="checkbox"/> M.Com. <input type="checkbox"/> M. Phil. <input type="checkbox"/> M.C.A. <input type="checkbox"/> M.F.A. <input type="checkbox"/> M.P.Ed. Any other : _____			College : _____ City: _____ University: _____	Major Ancillary	%
<b>b) Graduation</b> <input type="checkbox"/> B.A. <input type="checkbox"/> B.Sc. <input type="checkbox"/> B.F.A. <input type="checkbox"/> B.P. Ed. <input type="checkbox"/> B.C.A <input type="checkbox"/> B.Com. Any other _____			College : _____ City: _____ University: _____	Major Ancillary	%
<b>C) Training Qualification</b> a) Nursery/Montessori Training / P.G. Diploma in Pre-School Edu. The Nursery training is from an institute that is recognised from <input type="checkbox"/> Tamil Nadu State Govt. <input type="checkbox"/> National Council of Teacher Education ( NCTE) Any other _____			Institute: _____ _____ City: _____ University: _____ Duration of Course: _____		%
d) B.Ed. <input type="checkbox"/> Completed <input type="checkbox"/> Not Completed					%
e) M.Ed. <input type="checkbox"/> Done <input type="checkbox"/> Not Done					%
<b>8) a) Central Teacher Eligibility Test (CTET)</b>		<b>Paper –I</b> <input type="checkbox"/> Passed <input type="checkbox"/> Not passed <b>Paper –II</b> <input type="checkbox"/> Passed <input type="checkbox"/> Not passed			%
<b>b) Tamil Nadu Teacher Eligibility Test (TNTET)</b>		<b>Paper –I</b> <input type="checkbox"/> Passed <input type="checkbox"/> Not passed <b>Paper –II</b> <input type="checkbox"/> Passed <input type="checkbox"/> Not passed			%
<b>9) Any other Qualification</b>					%
<b>10) Have you done Computer course, if yes, mention the name of the course and its duration.</b>			Institute: _____ City: _____ Duration of Course: _____		

### 11. School Education

	Name of the School & City	Year of Passing	Subjects	Board	Medium of Instruction	Second Language	% Scored
Std. XII	City: _____						%
Std. X	City: _____						%

**12. Language Known:**

To write 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_  
 To speak fluently 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

**13. Past Teaching Experience as Teacher: Write from Latest to First Employment**

Teaching Experience Name of the School / Institution	Affiliation Board of Institution	Designation	Date & Year of Joining	Date & Year of Leaving	Period of service		Classes & Subjects handled	Reason for leaving
					Year	Months		
i) City:								
ii) City:								
iii) City:								
iv) City:								

**14. Are you currently employed?**  Yes  No **if yes, please give particulars of present job below.**

City:								
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Year      Year      Period of gap in service      Reason for Gap in service

**15. Gap in service** 1) From \_\_\_\_\_ to \_\_\_\_\_ 1) \_\_\_\_\_ Years \_\_\_\_\_ Months 1) \_\_\_\_\_  
 (if applicable) 2) From \_\_\_\_\_ to \_\_\_\_\_ 2) \_\_\_\_\_ Years \_\_\_\_\_ Months 2) \_\_\_\_\_  
 3) From \_\_\_\_\_ to \_\_\_\_\_ 3) \_\_\_\_\_ Years \_\_\_\_\_ Months 3) \_\_\_\_\_

**16. Latest Salary Drawn Rs. :** \_\_\_\_\_ **Expected Salary Rs. :** \_\_\_\_\_

**17. Reference of Previous Employer or an Academician from whom we can take a feedback about you.**

a) Name of the person Mr./Ms. \_\_\_\_\_ b) Name of the person Mr./Ms. \_\_\_\_\_  
 Name of the Organisation : \_\_\_\_\_ Name of the Organisation : \_\_\_\_\_  
 Designation : \_\_\_\_\_ Designation : \_\_\_\_\_  
 Office Address : \_\_\_\_\_ Office Address : \_\_\_\_\_  
 \_\_\_\_\_ City \_\_\_\_\_ Pin: \_\_\_\_\_ \_\_\_\_\_ City \_\_\_\_\_ Pin: \_\_\_\_\_  
 Mobile Number: \_\_\_\_\_ Mobile Number \_\_\_\_\_  
 E-Mail ID \_\_\_\_\_ E-Mail ID \_\_\_\_\_

**18. Give a write up about your Professional Competence and Skills as a Teacher.**

**Apart from teaching, in what other areas you can contribute to School:**

(Administration, Examination, Workshop, Annual Day, Sports Day, Dramatical, Quiz etc, etc.)

Certified that the particulars given in the application are true to the best of my knowledge.

Date:

Signature:

**VERY IMPORTANT PAGE TO PROCESS YOUR APPLICATION**

**Application along with Self- Attested Xerox copies of Degree / Testimonials/ Provisional Eligibility Card (D.A.V. CBT) should be submitted in School.**

**1. The Application and the enclosed Testimonials / Certificates are not returnable.**

**2. Check List for enclosures ( as applicable ) PLEASE DO NOT SEND ORIGINAL DOCUMENTS.**

	Verified by School		Verified by School
1) Std. X	<input type="checkbox"/>	7) NTT (Nursery Training Certificate)	<input type="checkbox"/>
2) Std. XII	<input type="checkbox"/>	8) CTET / SET ( Pass Certificate)	<input type="checkbox"/>
3) U.G. Degree Certificate	<input type="checkbox"/>	9) Experience Certificates	<input type="checkbox"/>
4) P.G. Degree Certificate	<input type="checkbox"/>	10) Last Salary Slip	<input type="checkbox"/>
5) B.Ed. Certificate	<input type="checkbox"/>	11) Copy of Aadhar Card	<input type="checkbox"/>
6) M.Ed. Certificate	<input type="checkbox"/>	12) Provisional Eligibility Card (D.A.V. CBT)	<input type="checkbox"/>

- 3) There will be a 'Class Demonstration'. Date and Time will be intimated to you either by e-mail / SMS.
- 4) E-mail / SMS to appear for Interview will be sent only to the 'Short Listed Candidates' after the Class Demonstration.
- 5) The 'Original Certificates' and Testimonials should be produced at the time of Interview.
- 6) The Processing of Application and Demonstration Class will take at least a Month's time.

**FOR OFFICE USE:**

- 1)  Photograph is Pasted
- 2)  All Fields are filled as applicable to candidate
- 3)  Some fields are **not filled** and hence application is '**Incomplete**'.
- 4)  All enclosures are available.
- 5)  All enclosures are NOT available.
- 6)  APPLICATION TO BE CONSIDERED       NOT TO BE CONSIDERED
- 7)  The Candidate came for 'Demonstration Class' on\_\_\_\_\_.
- Candidate did not come for 'Demonstration Class' on\_\_\_\_\_.
- 8)  Candidate shortlisted for Interview.
- Candidate not shortlisted for Interview.
- 9)  Candidate appeared for Interview on\_\_\_\_\_.
- Candidate did not appear for Interview on\_\_\_\_\_.
- 10)  Selected                                       Not Selected

**Signature 'In-charge Staff Recruitment'**