

DALY COLLEGE INDORE



PROFORMA

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For the Post of _____

Subject

1. Name : _____

2. Date of Birth : _____

3. Sex : _____

4. Father's Name : _____

5. a) Marital Status : _____

b) Name of spouse : _____

c) Occupation of Spouse : _____

d) Details of children (Name, Age, Class, etc.) : _____

6. a) Present Address : _____

 Tel: _____ Mob: _____
 Email: _____

b) Permanent Address : _____

 Tel: _____ Mob: _____
 Email: _____

7. Academic qualification, starting with High School or equivalent

Year	Exam Passed	Name of Institution, Board/University	%	Subjects taken	Medium

8. Professional qualification

Year	Exam Passed	Name of Institution, Board/University	%	Subjects taken	Medium

9. Details of teaching experience

Post	School / Institution	Subject(s) / Classes taught	Period of employment

10. Games

- a) Mention proficiency in games, if any : _____
- b) Games you can play : _____
- c) Games you can coach : _____

11. Co-curricular activities

- a) Mention participation in co-curricular activities like drama, declamation, music, dance, art, crafts etc : _____

- b) What activities will you be able to organize/manage in the School? : _____

- 12. Administrative Experience, if any : _____

13. a) Name of School/Organisation, where now employed:

- b) Nature of present job - Permanent/Temporary/Probation/Contract:

- c) How much notice would you require to join?

- d) Are you applying with the consent and knowledge of the present employer?

- e) Reasons for leaving the present employment?

14. Current Emoluments:
Basic:
DA:
Other Allowances:
Total:

15. Expected Salary:

16. Name two referees:

- a) Name : _____
Address: _____

Phone _____ E-mail: _____
- b) Name : _____
Address: _____

Phone _____ E-mail: _____

Place : _____

Date : _____

Applicant's Signature