

**APPLICATION FORM FOR THE POST OF  
HEADMASTER/ HEADMISTRESS**

Reference : NEWSPAPERS: \_\_\_\_\_/

SCHOOL WEBSITE \_\_\_\_\_/

ANY OTHER (please specify) \_\_\_\_\_

<p>Post applied for _____</p> <p>Demand Draft / Bankers Cheque No. _____</p> <p>Date _____ Bank's Name _____</p> <p>Branch _____</p>	<p>Please affix a recent passport-size, colour photograph in this space.</p>
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**PERSONAL INFORMATION**

1. Name in block letters  
Miss/Mrs./Mr. ....

2. Date of Birth (in figures).....  
(In words).....

3. Contact address .....

Mobile No..... Email ID .....

4. Place of birth..... 5. Nationality.....

6. Marital Status..... 7. Number of Children.....

8. Father's/ Spouse Name .....

9. Occupation..... Mobile No.....

Address.....

.....

Telephone .....

Cont.....

**10. ACADEMIC / PROFESSIONAL QUALIFICATION :-**

SI. NO	QUALIFICATION	SUBJECTS OFFERED	NAME OF SCHOOL / COLLEGE	BOARD / UNIVERSITY	YEAR OF PASSING	% AGE OF MARKS	DIV/ GRADE	MODE (REGULAR / DISTANCE)
1.	MADHYAMIK (CLASS-X)							
2.	H.S (CLASS-XII)							
3.	GRADUATION B.A/B.SC/ B.COM							
4.	POST GRADUATION							
5.	B.ED / NTT							
6.	CTET							
7.	ANY OTHER							

Cont...

**11. PROFICIENCY IN COMPUTER:-**

Do you have internet connection at home ? YES/ NO b. Do you regularly work on Computer ? YES/ NO

**12. DETAILS OF EXPERIENCE :-**

Sl. No.	Name of employer	Designation Adhoc / Part time/ Contractual/ Permanent	Employment Tenure		Subject & Classes Taught	Pay scale & Salary drawn	Reason for leaving
			From	To			
1.							
2.							
3.							
4.							

**13.a. NATURE OF PRESENT JOB (Teaching/ Administrative/ Any other) .....**

Please specify in details : .....

b. Details of present salary:-

Salary Scale : ₹ _____	Basic : ₹ _____	Grade Pay : ₹ _____
Allowance: ₹ _____	Perks : ₹ _____	Gross Salary : ₹ _____

c. Are you under Service Bond: (If yes, give details): .....

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 .....

d. Exact period after which you can join, if selected .....

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Cont.....

**14.Special Achievements (if any) :**

15.Is any member of your family employed in any Burnpur Riverside Schools ? Yes / No \_\_\_\_\_

If Yes, Name and Branch of Burnpur Riverside School \_\_\_\_\_.

16. Give details of two references (**other than relatives**) in the field of Education/Administration.

Name	Occupation	Address (Official)	Tele. Nos.

**Please use additional sheets if the above space is insufficient.**

**Declaration**

I hereby solemnly declare that the information furnished above are based on material records and are true to the best of my knowledge and belief. If any information furnished or any part of its is found to be incorrect, then I verily believe and understand that my candidature for recruitment is liable to be cancelled without any further intimation to me.

\_\_\_\_\_  
SIGNATURE OF THE APPLICANT

\_\_\_\_\_  
NAME OF THE APPLICANT

DATE \_\_\_\_\_