



THE ORIENTAL SCHOOL

Opp. Patel Nagar, Raisen Road, Bhopal-462022 (M.P.) Ph.: (0755) – 2529086
Email: school@oriental.ac.in, Website: www.theorientalschool.in

APPLICATION FORM

(Please fill up all the columns provided & use extra sheet where necessary)

Passport size colour photograph

Application for the post of : _____

Department / Subject: _____

1. Surname : _____ First name : _____

2. Father's / Husband's Name : _____

3. Date of Birth : _____ 4. Marital Status : _____ 5. Caste : _____

6. Category : General [] / SC [] / ST [] / OBC [] (Mark ✓ which ever applicable)

7. Present / Previous Occupation / Designation: _____

7.1 Present / Previous Organization's Name with address : _____

7.2 Present / Previous Salary: Rs _____ Per Month (Please enclose salary proof)

8. Address for Correspondence: _____

Pincode : _____

Tel. : _____ (R) Mob: _____ E-mail ID : _____

9. Permanent Residential Address: _____

Pincode : _____

Tel. : _____ (R) Mob: _____ E-mail ID : _____

10. Family Details (Members and their profession) : _____

11. Work Profile (For details of Previous Organisation use separate sheet)

S.No.	Name of Organisation (Last Worked)	Post Held	Period		Job details	Salary (Per Month)	Location
			From	To			

12. Academic Profile : * Please attach photocopies of all the documents.

Examination Passed	Branch / Degree	Institution / School / College (Place)	Board/University	Year of Passing	% Marks	Major Subjects	Medium
High School	X						
Higher Secondary	XII						
Graduation							
Post Graduation							
Professional Degree	B.Ed						
Others							
Others							

13. Summary of Experience : * Attach photocopies of all the Certificates.

Experience in Teaching (Years)	
Experience in Industry / Relevant Field (Years)	
Experience for the post applied (Years)	
Total Experience (Years)	

14. Computer Proficiency / Skills: _____

15. Sports and Extra Curricular activities: _____

16. State, on what basis, you qualify for the Post applied for: _____

17. Salary Expectations: _____

18. Time / Period required for Joining, (if selected): _____

19. How long do you propose to work with this Institute (if selected): _____

20. Referral Source (How did you come to know about this Institute/Job?)

Online / Walk in / Newspaper Ad/ through our employee (_____)

21. Do you know anyone at the Oriental Group of Institutes? State complete details: _____

22. Whether applied in any other Institution

S.No	Name of the Institute	Name of the post	Date When Applied	Present Status

23. List two professional references (Persons who know you for at least one year.) :

Name	:	Name	:
Organization	:	Organization	:
Designation	:	Designation	:
Address	:	Address	:
Mobile No.	:	Mobile No.	:
E-mail ID	:	E-mail ID	:

Note:

- 1. Add separate sheet for any other relevant information. Please state clearly the Research & Publication, Books Authored, Project Work, Consultancy, Specialized Trainings, and any Award / Recognition undertaken by you.**
- 2. Application should be addressed to the Principal, The Oriental School (TOS), Bhopal. For any queries, please contact office of The Oriental School, Bhopal.**
- 3. Please submit atleast 100 words write up in your own handwriting and in your own words, stating the career objective that you would like to fulfil through the job which you have applied for.**
- 4. Please attach self attested Photocopies of all the documents supporting the information furnished in the application. Original documents and testimonials have to be produced at the time of interview, to facilitate the process.**

I hereby declare that the statements made in the application are true

Date and Place

Candidate's Signature

(For office use only)