

TEACHER RECRUITMENT APPLICATION FORM

HOLY MISSION HIGH SCHOOL

MOHANPUR. SAMASTIPUR

E – MAIL: hmsspr@gmail.com

website – www.holymission.in

CONTACT NO - 9304483300

1. POST APPLIED FOR

Position Applied For: _____

Subject / Department: _____

Preferred Class/Level: ☐ Pre-Primary ☐ Primary ☐ Middle ☐ Secondary ☐ Senior Secondary

Employment Preference: ☐ Full-Time ☐ Part-Time

2. PERSONAL DETAILS

Full Name: _____

Father's / Husband's Name: _____

Date of Birth: _____ Gender: ☐ Male ☐ Female ☐ Other

Category: ☐ General ☐ OBC ☐ SC/ST

Marital Status: ☐ Married ☐ Unmarried

Nationality: _____

Mobile Number: _____ Alternate Number: _____

Email ID: _____

Current Address: _____

Permanent Address: _____

3. EDUCATIONAL QUALIFICATIONS

Qualification	Board / University	Institution	Year of Passing	Percentage / CGPA	Subject / Specialization
Matriculation					
Intermediate					
Graduation					
Post-Graduation					
B.Ed. / D.El.Ed.					
Other					

4. TEACHING / PROFESSIONAL EXPERIENCE

Total Teaching Experience: _____ Years _____ Months

Institution / School	Designation	Subject	Classes Taught (From.... To....)	Reason for Leaving

Current / Most Recent Employer: _____

Last Drawn Salary: ₹ _____

Expected Salary: ₹ _____

Notice Period: _____

5. TEACHING COMPETENCIES

Please tick the areas in which you have experience:

- ☐ Lesson Planning
- ☐ Classroom Management
- ☐ Student Assessment & Evaluation
- ☐ Smart Class / Digital Teaching
- ☐ Online Teaching
- ☐ Activity-Based Learning
- ☐ Student Counselling
- ☐ Parent-Teacher Communication
- ☐ Co-curricular Activities
- ☐ Examination & Academic Coordination
- ☐ School Administration
- ☐ Other: _____

Computer Skills:

☐ MS Word ☐ MS Excel ☐ PowerPoint ☐ Google Workspace ☐ Smart Board ☐ Other _____

6. SUBJECT / CLASS PREFERENCE

Subjects You Can Teach:

Classes You Can Teach:

Languages Known:

Language	Read	Write	Speak
English	☐	☐	☐
Hindi	☐	☐	☐
Other: _____	☐	☐	☐

7. PROFESSIONAL QUALIFICATIONS / CERTIFICATIONS

TET / CTET / STET / NET / Other Qualification:

Certificate / Registration Number (if applicable):

Other Training / Certifications:

8. REFERENCES

Reference 1

Name: _____
Designation: _____
Institution: _____
Mobile / Email: _____

Reference 2

Name: _____
Designation: _____
Institution: _____
Mobile / Email: _____

9. DOCUMENTS ENCLOSED

- ☐ Recent Passport-Size Photograph
- ☐ Aadhaar / Government ID Proof
- ☐ Matriculation Certificate
- ☐ Intermediate Certificate / Marksheet
- ☐ Graduation Certificate / Marksheet
- ☐ Post-Graduation Certificate / Marksheet
- ☐ B.Ed. / D.El.Ed. Certificate
- ☐ TET / CTET / STET Certificate
- ☐ Experience Certificates
- ☐ Other Relevant Certificates
- ☐ Updated Resume / CV

10. DECLARATION

I hereby declare that all the information provided by me in this application form is true, complete and correct to the best of my knowledge and belief. I understand that if any information is found to be false, misleading or incomplete, my candidature may be cancelled or my employment may be terminated in accordance with the rules of the institution.

I agree to abide by the rules, regulations, policies and code of conduct of the school/institution if selected.

Place: _____

Date: _____

Signature of Applicant: _____

Name: _____

FOR OFFICE USE ONLY

Application No.: _____

Date Received: _____

Screening Status: ☐ Shortlisted ☐ Not Shortlisted

Written Test: ☐ Qualified ☐ Not Qualified

Demo Class: ☐ Satisfactory ☐ Not Satisfactory

Interview: ☐ Selected ☐ Waitlisted ☐ Not Selected

Final Recommendation:

☐ Selected ☐ Waitlisted ☐ Not Selected

Recommended Salary: ₹ _____

Joining Date: _____

Final Remarks:

HR / Principal Signature: _____

Date: _____