



GUJARAT REFINERY ENGLISH MEDIUM SCHOOL

(Unit of Tirupati Group)



EMPLOYEE INFORMATION FORM

APPLICATION FOR THE POST OF _____

1. Full Name: _____
2. Date Of Birth: _____ Sex: _____ Male/Female
3. Mother Tongue: _____ Nationality: _____
4. Languages(s) known: _____
5. Family Status: _____ (Married/Unmarried/Divorced/Separated)
6. Father's/Husband's/Wife's Name: _____
7. (A) Father's /Husband's Profession: _____
Place of work & Phone No: _____

(B) Mother's/Wife's Profession: _____
Place of work & Phone No: _____

8. Local Address:

(R) _____ (M) _____

10. No of Children: (1) _____ Age: _____
(2) _____ Age: _____

If studying name of institution(s):

- (1) _____
- (2) _____

11. Academic Qualifications (Attested copies of certificates to be attached)

Examination Passed Beginning From high School/Higher Sec Exam.	Subjects	Name of school/college attended	% Marks & Div.	University/ Board	Medium of Instruction	External or Regular Student.	Year

12. Professional Qualification: _____

13. Teaching Experience :

Name of the institution where worked	Period From/To	Duration	Classes and Subjects Taught		Medium through which taught
			classes	Subjects	

14. Name of employer, date and reason for leaving, beginning with the most recent

Name of the Institution where employed	Date of appointment	Date of Resignation/Termination	Post held	Reason of leaving

17. Your Hobbies. Please specify extent of proficiency/seriousness:

18. Which subject(s), besides the area of your specialization would you like to teach?

19.Expected Grade/Salary:_____

20. If Selected, when can you join:_____

21. REFERENCES (at least two) Certificates from persons not related to you are to be attached

1. Name:_____ Professional Status:_____

Address:_____

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Phone(Res)_____ (Off)

2. Name:_____ Professional Status:_____

Address:_____

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Phone(Res)_____ (Off) _____

To be filled by Interviewer

Demo Review 1:-

Date: - / / Sub:- _____ Grade:- _____

Class Management: - _____

Language Skill: - _____ Content Knowledge: - _____

Observation By: - _____

Remarks: - _____

Subject may take: _____

Demo Review 2 :-

Date: - / / Sub:- _____ Grade:- _____

Class Management: - _____

Language Skill: - _____ Content Knowledge: - _____

Observation By: - _____

Remarks: - _____

Subject may take: _____

Interview:-

Date: _____ **By:** _____

Review: _____

Date: _____ **By:** _____

Review: _____