

# DALY COLLEGE INDORE



## PROFORMA

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recent  
photograph  
here*

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