

EMMANUEL EDUCATIONAL SOCIETY

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APPLICATION FORM FOR PROFESSIONAL STAFF

Post applied for: _____ · Educational · Administration

1. Personal Data

Title: Dr. /Rev. /Mr. /Mrs. /Ms.

Sex: Male / Female

First name _____ Middle name _____ Family name _____

Father's / Husband's Name _____ Occupation _____

Date of birth: _____ Place of birth: _____ State: _____

Permanent address: _____

Present address: _____

Phone: Office: _____ Home: _____ Mobile: _____

E-mail: _____ Fax _____

Marital status: Single / Married / Widowed / Divorced

Number of dependent children & their ages: Number: _____ Ages: _____

Any other dependent(s) & their age(s): _____

2 a. Educational & Professional Qualification:

Name and Address	Period of study		Degree certificate obtained (Include subject and grade)	Date of Completion	Class \Percentage
	From	To			

2 b. Please state details of any special awards, scholarships or commendations you have received:

Particulars	Year	Awarded by

2 c. List of short courses you have participated in the last five years:

Name of course	Duration of the course	Conducted by	Place

3 a. Previous Experiences and Service Record (In the last 10 years)

Name and Address of Employer	Post Held (include key responsibilities)	Period		Last Salary Drawn	Reason for Leaving
		From	To		

3 b. What are your hobbies, talents and gifts?

3 c. What are you good at?

3 d. Have you worked in a state other than your own? YES / NO. If yes, give details.

4. Languages a) Speak, read, write _____ b) Speak only _____

5. Details of any relatives working for EES:

Name	Designation	Relationship to applicant	Name of EES Unit / Project	Length of service in EES

6. Religious Matters: a) Religion_____ If Christian, state denomination _____

b) Describe the experience of your faith now: _____

c) Are you willing to work with Christians of other denominations? Yes / No

d) Are you willing to subscribe to EES Mission and Vision? Yes / No

e) Please comment on EES's Vision and Mission statements: _____

7. HEALTH

a) Do you have any health problems at present – Yes/No. If Yes please state them

b) In the past five years list out major illnesses you had

c) Is there any illness in your family which need your constant attention: Yes / No
(if Yes Please mention)

8. Other Considerations

a) What led you to apply for a post in EES? _____

b) Are you willing to serve in EES units situated in any part of India? Yes / No

c) If no, give reasons: _____

9. Interview

a) If you are selected at interview, how soon can you join EES? _____

b) Duration of appointment desired? _____

