

**Please refer to Page No.4 for Instructions**

Please assign your photo here and bring a recent passport size photograph to affix during the interview

## **APPLICATION FORM FOR OVERSEAS CANDIDATES**

**YARA INTERNATIONAL SCHOOL – RIYADH**  
**P.O.Box – 325965, Riyadh 11371.**  
**Tel: +966 11 2869960, 4111610, 4145978 Ext. 108 / 112**  
**Website: [www.yaraschool.net](http://www.yaraschool.net)**

Position Applied:

*(State the title of the position applied clearly: for E.g.: Mathematics – Secondary, Social Studies – Upper Primary, Computer Science – Senior Secondary etc.)*

### **(A) PERSONAL DATA**

<b>Name ( in capital letters):</b>			
<b>Father's Name:</b>			
<b>Spouse's Name:</b>			
<b>Sex :</b>		<b>Date of Birth &amp; Age</b>	
<b>Marital Status:</b>		<b>No. of Children:</b>	
<b>Present Address:</b>	<b>Permanent Address:</b>		
<b>Tel. No. (Mobile):</b>		<b>Tel. No. ( Landline) :</b>	
<b>E-mail Id:</b>			
<b>Passport No. :</b>		<b>Place of Issue:</b>	
<b>Date of Issue :</b>		<b>Date of Expiry</b>	

**Spouse Information:** To be filled in by eligible spouses who are willing to be considered for job along with the primary applicant.

<b>Spouse Name:</b>	
<b>Educational Qualifications</b>	

Note: Eligible spouse to fill in a separate application.

**(B) EDUCATIONAL QUALIFICATIONS**

*(List all educational qualifications starting from the most recent. Add additional rows as required)*

<b>Degree / Course Title</b>	<b>University</b>	<b>Institution</b>	<b>Month &amp; Year Passed</b>	<b>Duration of Course</b>	<b>Grade %</b>	<b>Main Subjects</b>

**(C) TRAINING COURSES**

*(List all training courses related to teaching such as B.Ed, M.Ed etc. starting from the most recent)*

<b>Degree / Course Title</b>	<b>University</b>	<b>Institution</b>	<b>Month &amp; Year Passed</b>	<b>Duration of Course</b>	<b>Grade %</b>	<b>Main Subjects</b>

**(D) OTHER QUALIFICATIONS AND TRAINING COURSES**

*(List other courses and qualifications that are relevant to the job)*

<b>Degree / Course Title</b>	<b>University</b>	<b>Institution</b>	<b>Month &amp; Year Passed</b>	<b>Duration of Course</b>	<b>Grade %</b>	<b>Main Subjects</b>

**(E) OTHER ACHIEVEMENTS** *(awards, accomplishments etc.)*


**(F) EXPERIENCE** *(Starting from the most recent)*

<b>Job Title</b>	<b>Institution / Organization</b> <i>( Full Name and place)</i>	<b>Period From - --To Dates</b>	<b>Duration ( Years &amp; Months)</b>	<b>Subject Taught / Responsibility Held</b>

**(G) Salary Details** ( specify amount and currency e.g. 1000 USD, 2000 INR)

<b>Current Salary</b>	
<b>Expected Salary</b>	

**Signature of the Candidate:** (to be assigned during interview):

**Date:**

**Place:**

**Instructions:**

1) Please attach the following to your application.

<b>S.No.</b>	<b>Check list</b>
1	Passport if available
2	Academic Certificates
3	Experience Certificates
4	Certificates of Extra Curricular Activities (if any)

2) Send your application on the following email id:

a) [support@yaraschool.net](mailto:support@yaraschool.net)

3) The subject line of the mail should include the name of the candidate in the following format  
(Position - Applicant Name) – For e.g.: Application for the position of Mathematics – John Baker.

4) Eligible candidates shortlisted for interview will be notified after scrutiny.

5) Bring all original documents for verification during personal interview.

6) Applications and certificates shall be sent by a single mail attachment. If scanned documents/ certificates size is very large, kindly Zip the documents and send as one email.

7) Bring 2 copies of passport size photographs during the interview.