

4. Languages Known (Tick Mark)

Sr. No	Languages	Speak	Read	Write

Computer Knowledge:

Sr. No	Description of Computer Course / Other Skill of Computer

5. Employment Records
(Current Employment Record)

Organization Name	Designation	Pay Scale	Period		Job Description
			From (dd/mm/yyyy)	To (dd/mm/yyyy)	

(Past Experience)

Organization Name	Designation	Pay Scale	Period		Job Description
			From (dd/mm/yyyy)	To (dd/mm/yyyy)	

Expected Salary: _____

***NOTE:**

1. Please attach the L.C., Mark Sheets and Experience Certificates of all your previous jobs (only attested Xerox Copies).
2. Original Mark Sheets and Last pay slip will have to be produced at the time of interview.

Declaration

I certify that the statements made by me are true, complete and correct to the best of my knowledge and belief. I understand that any material misrepresentation or omission made hereon or any other document requested by office, renders me liable to termination or dismissal.

Place: _____

Date: _____

Signature

OFFICE USE ONLY

***Result of Interview** _____

If Select:

Date of Joining: / /

Salary : _____

Administrator

OSD

Director