

Details of Appointment: (For office use only – Do not write on this page)

Name	B. SARATH KUMAR
Salary	9,000/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. 250/- per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input checked="" type="checkbox"/> Pay ESI & PF
Probation Period	<input checked="" type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input checked="" type="checkbox"/> After 3 months <input type="checkbox"/> Next April 14 OCT'13
Employee company	MEHTA AND MODI HOMES - PHASE VII
Designation	ASST. ENGINEER
Site	VILLAS @ SILVER CREEK
Date of joining	02-05-2013
Report to	PROJECT MANAGER - KSN CHARY
Commitment	Committed to work for atleast <u>02</u> yrs.
Documents required	<input checked="" type="checkbox"/> 4 photographs <input checked="" type="checkbox"/> Copy of school certificates <input checked="" type="checkbox"/> Copy of degree certificates <input type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input checked="" type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Surety from _____ <input type="checkbox"/> Surety from _____ <input checked="" type="checkbox"/> 1 yr bank statement <u>NA</u> <input checked="" type="checkbox"/> Reference letter from <u>Ram murthy, Adveit Management Service</u> <input checked="" type="checkbox"/> Reference letter from <u>Chander Rao, Consultant</u> <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	Ref by S. Mrs. Chander Rao, of Consultant BE-CIVIL MARKS WISE to be Submitted on 20/5/13.

Approved by Manager - HR & Admin.
 Date: 01-05-2013
 Sign: Dai

Approved by Managing Director
 Date: 01 MAY 2013
 Sign: SUHAM MODI

APPROVED BY
 01 MAY 2013
 SUHAM MODI
 MANAGING DIRECTOR

Remarks by Admin.: (For office use only – Do not write in this box)

Background – Personal	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Background – Work	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor <i>—MC—</i>
Personality	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Appearance	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Communication skills	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input checked="" type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

Remarks by Divisional Manager: (For office use only – Do not write in this box)

Relevant experience	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Knowledge of subject	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

Remarks by MD (For office use only – Do not write in this box)

Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

Offer Details

Salary offered		Date of joining	
Remarks:			

Bio-Data

Note: Attach copy of Resume / Bio-data

Fresher. -

Application for post of	SITE ENGINEER		
Date of application	15-04-2013		
Application through	<input type="checkbox"/> Advertisement	<input checked="" type="checkbox"/> Referred by:	CHANDER RAO

(family friend)

PF CONSULTANT

Personal Details

Name	B. SARATH KUMAR		
Age	22	Date of Birth	02-12-1990.
Fathers Name	B. SURYANARAYANA MURTHY		
Address for Correspondence	NO: 30, Saipuri Bank Colony, Malkajgiri Colony.		
Phone & Mobile	8374523414		
Permanent Address	Flat NO: 309, Prasad Mansions, RTO Office Road, Ramarayyapeta, Kakinada, A.P. 533005.		

Education

Degree (PG)			
Name of college			
Location			
Course type	<input type="checkbox"/> Regular Course	<input type="checkbox"/> Correspondence Course	
Year of completion		Medium of Instruction	
Percentage marks		Category	SC / ST / BC / Open

Degree (UG)	B.E. CIVIL ENGINEERING		
Name of college	SATHYABAMA UNIVERSITY		
Location	CHENNAI, TAMIL NADU.		
Course type	<input checked="" type="checkbox"/> Regular course	<input type="checkbox"/> Correspondence Course	
Year of completion	2012	Medium of Instruction	ENGLISH
Percentage marks	71%	Subject balance	

(A. B. B. B. B.)

Name of Inter/ Jr. College	SRI CHAITANYA JR. COLLEGE.		
Location	GUDARI GUNTA, KAKINADA.		
Year	2008	Medium of Instruction	ENGLISH

Name of school	LITTLE BUDS. PUBLIC SCHOOL		
Location	INDRAPALEM, KAKINADA.		
Year	2006	Medium of Instruction	ENGLISH.

Recommend a salary and employ at W.C.

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Description of other courses or training	

Computer Skills

MS Office	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Word	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Excel	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Auto CAD	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Other	

Two Wheeler / Car

Make		Year	
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Family Details	Name	Age	Occupation	Company
Father	B.S. MURTHY	50	DOCUMENT WRITER	PRIVATE
Mother	B. CHITRA	40	Administration officer	LITTLE BODS PUBLIC SCHOOL (Kalyani)
Wife / Husband	—		—	—
Brother / Sister	B.S.N. MURTHY	25	HR. TRAINEE	ADROIT MANAGEMENT SERVICES.
Brother / Sister				
Brother / Sister				
Son / daughter				
Son / daughter				
Son / daughter				

Sho Kalyanada

Salary Details

(Copy of 1 yr bank statement form salary account will have produced at time of employment)

Last Drawn Salary	— NA —		
Does the above salary include:	ESI: <input type="checkbox"/> Yes <input type="checkbox"/> No	PF: <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Conveyance: <input type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Expected Salary	AS COMPANY POLICY.		

Surety

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Surety 1:	Name		Company	
	Designation		Your Relation	
Surety 2:	Name		Company	
	Designation		Your Relation	

Commitment

Can you commit to work for a minimum of 2 years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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After Selection he may provide references.

Experience & Employment Details

Years of experience in relevant field	
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Name of Company								
Duration of employment	yrs	From date:		To date:				
Location								
Designation								
Last drawn salary								
Number of employees in the company / branch?		Number of employees in your dept. or division?						
Brief description of work handled by you.								
Reason for leaving								

Remarks: (For office use only – Do not write in this box)

<i>fresh</i>

Name of Company								
Duration of employment	yrs	From date:		To date:				
Location								
Designation								
Last drawn salary								
Number of employees in the company / branch?		Number of employees in your dept. or division?						
Brief description of work handled by you.								
Reason for leaving								

Remarks: (For office use only – Do not write in this box)

9:30 to 8:00 pm.

9:30 to 9:45 — 2 days

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Name of Company			
Duration of employment	yrs	From date:	To date:
Location			
Designation			
Last drawn salary			
Number of employees in the company / branch?		Number of employees in your dept. or division?	
Brief description of work handled by you.			
Reason for leaving			

Remarks: (For office use only – Do not write in this box)

Name of Company			
Duration of employment	yrs	From date:	To date:
Location			
Designation			
Last drawn salary			
Number of employees in the company / branch?		Number of employees in your dept. or division?	
Brief description of work handled by you.			
Reason for leaving			

Remarks: (For office use only – Do not write in this box)

Ask for additional sheets if required.

B. Sarath Kumar

Email: sarath.balantrapu@gmail.com

Mobile: +918374523414

OBJECTIVE:

- Highly motivated professional interested in attaining a challenging position with the organization which enables me to show my capabilities, skills and proficiency in service, growth and development of the organization in a long term aspect.

ACADEMIC QUALIFICATION:

- B.E Civil Engineering (2008-2012) (71%) Sathyabama University, Chennai, Tamilnadu.
- Intermediate (2006-2008) 71.2%, Sri Chaitanya Junior College, Kakinada.
- SSC (2005-2006) 83.1 %, Little Buds Public School, Kakinada.

SUMMARY:

- Independent and flexible with superior work ethics.
- Able to grow positive relationships with clients and colleagues at all organization levels.
- Skilled in building excellent rapport with the management and team members.

TECHNICAL SKILLS:

- Good at AutoCAD, MS Office.

INDUSTRIAL TRAINING:

- Jeppiar Water Plant
- Jeppiar Cements
- Jeppiar Iron Industries
- Ennore Thermal Power Plant

PROJECT:

- Analysis and Treatment of Waste Water by Coagulation.
- Team : 4 Members
- **Abstract:** An experimental study has been made to present the subject matter logically and sequentially from theoretical principles to practical applications to treat the waste water by destabilizing the dissolved particles by coagulation & flocculation using jar test apparatus to analyse the percentage of removal of turbidity.

AREAS OF INTEREST:

- Construction, Architecture, Planning.

PERSONAL PROFILE:

Father's name : B. Suryanarayana Murty
Mother's name : Chitra Kumari
Date of birth : 2nd December, 1990
Sex : Male
Marital status : Single
Nationality : Indian
Languages known : English, Telugu, Hindi & Tamil

I assure that all the above mentioned details are to the best of my knowledge and belief.

Place: Hyderabad

Date:

(B. Sarath Kumar)



SATHYABAMA UNIVERSITY

(Established under section 3 of UGC Act, 1956)

Jeppiaar Nagar, Rajiv Gandhi Road, Chennai - 600 119, Tamil Nadu, INDIA

TRANSFER CERTIFICATE

Sl. No.: 115895

Date : 31-03-2012

- | | |
|--|--|
| 1. Name of the Student in full | : BALANTRAPU SARATH KUMAR |
| 2. Register Number | : 2820134 |
| 3. Name of the Father / Guardian | : BALANTRAPU SURYANARAYANA MURTHY |
| 4. Nationality | : INDIAN |
| 5. Date of Birth (in words) as entered in the University Records | : 02-12-1990
: TWO - TWELVE - NINETEEN NINETY |
| 6. Course / Branch to which the student was admitted | : B.E [CIVIL ENGINEERING] |
| 7. Date of Admission to the Course | : 10-06-2008 |
| 8. Medium of Instruction during the course of study | : ENGLISH |
| 9. Semester studied at the time of leaving the University | : FINAL SEMESTER |
| 10. Whether he / she has completed the course | : YES |
| 11. Course Completion Date | : 31-03-2012 |
| 12. Whether he / she has qualified to pursue higher studies | : Refer to University Exam Mark Sheets |
| 13. If he / she has discontinued the course, Date of leaving | : Not Applicable |
| 14. Character & Conduct during the course of study | : GOOD |

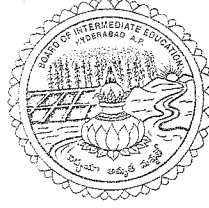


[Signature]
Dr. S. S. Rao
REGISTRAR

Sl. No. **H050646**

Board of Intermediate Education, A. P.

Vidya Bhavan, Nampally, Hyderabad - 500 001



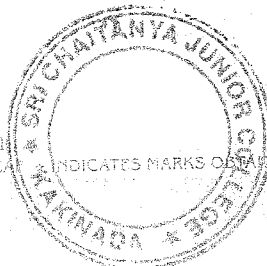
INTERMEDIATE PASS CERTIFICATE CUM MEMORANDUM OF MARKS

This is to certify that **BALANTRAPU SARATH KUMAR** son
of **B SURYANARAYANA MURTHY** bearing
Registered No. **0803216395** has appeared at the Intermediate Public
Examination held in **MARCH-2008** and passed in **B GRADE**
with **ENGLISH** as the Medium of Instruction.

The subjects in which he was examined and the marks awarded are as follows :

Subject	I Year		II Year	
	Maximum Marks	Marks Secured	Maximum Marks	Marks Secured
Part - 1 : ENGLISH	100	090	100	084
Part - 2 : SANSKRIT	100	090	100	078
Part - 3 : Optional Subjects				
MATHEMATICS - A	075	066	075	032
MATHEMATICS - B	075	049	075	036
PHYSICS	060	043	060	030
CHEMISTRY	060	034	060	024
PHYSICS PRACTICAL			030	027
CHEMISTRY PRACTICAL			030	029
ENVIRONMENTAL EDUCATION				
Q U A L I F I E D				
Total Marks In Figures	712 →			
In words	*SEVEN**ONE ***TWO *			
Date	28-04-2008			

Signature of the Principal and College Seal

Sri Chaitanya Junior College
KAKINADA

Nijayabashmi

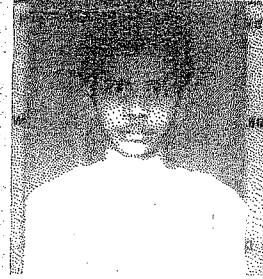
Controller of Examinations

NOTE: ELIGIBILITY RULES APPLY TO ALL EXAMINATIONS. THIS CERTIFICATE INDICATES MARKS OBTAINED AT AN EARLIER EXAMINATION.

0803216395

BOARD OF SECONDARY EDUCATION ANDHRA PRADESH

EE 087696



SECONDARY SCHOOL CERTIFICATE

REGULAR

PC/08/07527/087696/7

CERTIFIED THAT

BALANTRAPU SARATH KUMAR
S/O BALANTRAPU SURYANARAYANA MURTHY
bearing Roll No **0237332**

belongs to

LITTLE BUDS (EM) PUB SCHOOL INDRAPALEM K

has appeared and PASSED at the SSC EXAMINATION held in MARCH 2006 in **FIRST**

Division with

ENGLISH

as the medium of instruction.

DATE OF BIRTH	DAY	MONTH	YEAR
02/12/1990	ZERO TWO	DECEMBER	ONE NINE NINE ZERO

THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS

SUBJECT	Marks Secured (in figures)	Marks Secured (in words)
FIRST LANGUAGE : (TELUGU)	84	EIGHT FOUR
THIRD LANGUAGE : ENGLISH	74	SEVEN FOUR
MATHEMATICS :	88	EIGHT EIGHT
GENERAL SCIENCE :	84	EIGHT FOUR
SOCIAL STUDIES :	84	EIGHT FOUR
TOTAL :	414	FOUR ONE FOUR
SECOND LANGUAGE : (HINDI)	85	EIGHT FIVE
GRAND TOTAL :	499	FOUR NINE NINE

Life Skills Education : GRADE SECURED :

Marks of Identification :

1. A mole on the right hand near the elbow
2. A mole on the right shoulder

R. Sai Lakshmi
HEAD MASTER
Head of Institution
Little Buds Public School
Indrapalem, KAKINADA-I
Date of issue : 04-05-2006

[Signature]
SECRETARY
BOARD OF SECONDARY EDUCATION
A P, HYDERABAD

1. Life skills Education :The Grade shall be incorporated by the respective Head of the Institution before delivery of the certificate to the candidates.
2. Any corrections in the certificate will not be entertained after one year from the date of issue.
3. Any unauthorised correction in the certificate will result in cancellation of certificate.
4. The Marks with asterisk indicate the old marks secured in previous appearances.

2006



