

DECLARATION

Appoint ment
letter
- 3/7/17

From:

T. Rekha
Mayuri Marg, Begumpet
Hyderabad

Date: 3/7/17

To,
HR Manager,
Modi Properties Pvt. Ltd.,
M.G. Road, Secunderabad-03.

I have submitted my bio-data/ resume for a suitable post in your company and its associated firms/subsidiaries.

I hereby certify/declare that the details given herein are true to the best of my knowledge.

In case the information given by me is found to be un-true, I will be liable for consequences thereon.

I shall provide proof of last drawn salary as and when requested.

I shall provide letters of good conduct/recommendation from past employers as and when asked for.

I further undertake to work for a minimum period of 2 years, if I am offered employment in your company.

Thank you.

Yours sincerely,

Signature T. Rekha

Name: T. Rekha

Place: Hyderabad

Date: 3/7/17

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Accountant		
Date of application	3-07-2017		
Application through	<input type="checkbox"/> Advertisement	<input checked="" type="checkbox"/> Referred by:	A. Praveen Raju

Personal Details

Name	Thokala Kelha		
Age	26	Date of Birth	25-03-1991
Fathers Name	G. Murali		
Address for Correspondence	Mayuri Marg, Begumpet Hyderabad.		
Phone & Mobile	8464096732		
Permanent Address			

Education

(P.G) Degree	M.B.A (Finance) & Marketing		
Name of college	St. Ann's P.G College for Women's Mallapur		
Location	Hyderabad		
Course type	<input checked="" type="checkbox"/> Regular Course	<input type="checkbox"/> Correspondence Course	
Year of completion	2014	Medium of Instruction	English
Percentage marks	69.3%	Category	SC/ST/BC/Open

Degree	B.Com (Gen)		
Name of college	Alphores Womens Degree College		
Location	Kazimnagar		
Course type	<input checked="" type="checkbox"/> Regular course	<input type="checkbox"/> Correspondence Course	
Year of completion	2012	Medium of Instruction	English
Percentage marks	81.3%		

Name of Inter/ Jr. College	Alphores Junior College		
Location	Kazimnagar		
Year	2009	Medium of Instruction	English

Name of school	S.F.S. High School		
Location	Korutla		
Year	2007	Medium of Instruction	English

Description of other courses or training	Tally 9.0
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Computer Skills:

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

Two Wheeler / Car:

Make		Year	
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Family Details:	Name	Age	Occupation	Company
Father	P. Murali	50	Business /	(General Stores, Korutla)
Mother	T. Radha	44	Homemaker	
Wife / Husband	A. Vinod Kumar	26	Sr. Medical Officer	Doctors, Bangalore
Brother / Sister	T. Rajesh	24	Student /	
Brother / Sister				
Brother / Sister				
Son / daughter				
Son / daughter				
Son / daughter				

MARRIED @ 1ST MAR '20

Salary Details:

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

Last Drawn Salary			
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	15,000/-		

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	A. Vinod Kumar	Company	Doctors
	Designation	Sr. Medical Officer	Your Relation	Husband
Surety 2:	Name	A. Nares h Kumar	Company	Central Jail
	Designation	Police	Your Relation	Brother - Inlaw

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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Experience & Employment Details:

Fresher.

Years of experience in relevant field		2 years	
Name of Company	Navajyothi High School		
Duration of employment	2 yrs	From date: Nov 2014	To date: Feb 2017
Location	Kosuttla, Karimnagar		
Designation	Teacher		
Last drawn salary	7000/-		
Number of employees in the company / branch?	18	Number of employees in your dept. or division?	3
Brief description of work handled by you.	I have taught English subject up to 8th class		
Reason for leaving	Married		

English 8th class

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

She have knowledge of Accounts
She know the Short cut keys.

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)

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.

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 checked="" type="checkbox"/> Good	<input type="checkbox"/> Average	<input checked="" type="checkbox"/> Poor
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	Short list & decide later
Recommended salary			

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

Relevant experience	<input checked="" type="checkbox"/> Good	<input type="checkbox"/> Average	<input type="checkbox"/> Poor	N.A.
Knowledge of subject	<input checked="" type="checkbox"/> Good	<input type="checkbox"/> Average	<input type="checkbox"/> Poor	
Recommendation	<input checked="" type="checkbox"/> Employ	<input type="checkbox"/> Reject	Short list & decide later	
Recommended salary				
OK for Assistant Assistant 2/2/17				

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:			

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

Name	
CTC Salary	
Conveyance	<input type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month <input type="checkbox"/> As per actuals
Mobile Allowance	<input type="checkbox"/> Nil <input type="checkbox"/> Rs. _____ per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF <input type="checkbox"/> PF & ESI included in above salary
Probation Period	<input type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input type="checkbox"/> After 3 months <input type="checkbox"/> Next April - _____
Employee company	
Designation	
Site	
Date of joining	
Report to	
Commitment	Committed to work for at least _____ yrs.
Documents required	<input type="checkbox"/> 4 photographs <input type="checkbox"/> Copy of school certificates <input type="checkbox"/> Copy of degree certificates <input type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Surety from _____ <input type="checkbox"/> Surety from _____ <input type="checkbox"/> 1 yr bank statement _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Service Certificate from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	

Approved by Manager - HR & Admin.		Approved by Managing Director	
Date:		Date:	
Sign:		Sign:	

CURRICULUM VITAE

Name Rekha Thokala

E-mail: rekhatokaia@gmail.com

Mobile: +91 8464096732

OBJECTIVE:

To embark upon a challenging career that provides me a wider scope for the application of my skills and knowledge with commitment and proficiency.

ACADEMIC PROFILE:

Course	Institution Name	Board	Month- Year	Percentage
MBA (Finance)	St.Anns PG college for Women	Osmania university	2012-2014	69.3%
B.Com	Alphores Womens Degree College	Kakatiya University	2009-2012	81.3%
Intermediate	Alphores Junior College	Board of Intermediate Education	2007-2009	77.0%
SSC	S.F.S. High School	Board of Secondary Education	2006-2007	66.0%

TECHNICAL SKILLS:

- . Strong knowledge on MS office (Sound knowledge on Excel, access, word & etc).
- . Tally 9.0
- . Company creation.
- . Ledger creation (purchase voucher, sales voucher, payment voucher, Receipt voucher, contravoucher)
- . Bank reconciliation
- . Interest calculation.
- . Sap FI/CO

PERSONAL SKILLS:

- . Can work in any kind of environment.
- . Interested in learning new technologies.
- . Able to work in multiple areas.

ACADEMIC PROJECTS:

Project:

Title : Inventory Management.
Duration : 2 months
Company : Zuari cement PVT LTD, Hyderabad.

Overview:

The project work explains detailed study about inventory, its importance and effectively it should be managed for smooth operations of business. Inventories are assets of the Firm and require investement and hence involve the commitment of firm's resources.

INTERESTS

- .Reading newspaper
- . Reading books
- .Listening to music.
- . Playing chess

PERSONAL PROFILE:

Name : Rekha Thokala
Father's Name : T.Murali
Date of Birth : 25-03-1991
Languages : English, Telugu, Hindi.

Declaration:

I hereby declare that the above furnished information is true to the best of my knowledge.

Place: Hyderabad

Date:

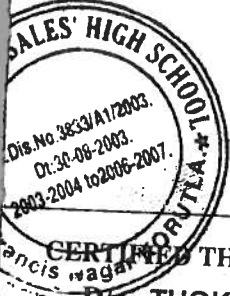
Signature

BOARD OF SECONDARY EDUCATION ANDHRA PRADESH

FF 662666



PC/34/33552/562688/5



SECONDARY SCHOOL CERTIFICATE

CERTIFIED THAT THOKALA REKHA
D/o THOKALA MURALI

belongs to **ST. FRANCIS DESALES SCHOOL, KORATLA**

bearing Roll No **1076769**

has appeared and **PASSED SSC EXAMINATION** held in **MARCH 2007** in **FIRST**

Division with **ENGLISH** as medium of instruction.

DATE OF BIRTH	25/03/1991	DAY	MONTH	YEAR
		TWO FIVE	MARCH	ONE NINE NINE ONE

THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS

SUBJECT	Marks Secured (In figures)	Marks Secured (In words)
FIRST LANGUAGE : (TELUGU)	61	SIX ONE
THIRD LANGUAGE : ENGLISH	57	FIVE SEVEN
MATHEMATICS :	78	SEVEN EIGHT
GENERAL SCIENCE :	76	SEVEN SIX
SOCIAL STUDIES :	88	EIGHT EIGHT
TOTAL :	360	THREE SIX ZERO
SECOND LANGUAGE : (HINDI)	36	THREE SIX
GRAND TOTAL : 2915	396	THREE NINE SIX
Life Skills Education :	GRADE SECURED :	
Marks of Identification :	A mole on R/H. Thumb. A mole on R/eyebrow.	

Head of Institution
with School Stamp

Date of issue : 10/05/2007

Head Master

SECRETARY

BOARD OF SECONDARY EDUCATION
A.P., HYDERABAD



1847

1. Life skills Education Grade shall be incorporated by the respective Heads of the institutions before delivery of the certificates to the candidates.
2. Any marks with asterisk 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.

2007

DISB Kattannagar (A.P.)

Sl. No. 1266217

18/18041/1266217



Board of Intermediate Education, A. P.

Vidya Bhavan, Nampally, Hyderabad - 590 001



INTERMEDIATE PASS CERTIFICATE CUM MEMORANDUM OF MARKS

This is to certify that **THOKALA REKHA** daughter
of **THOKALA MURALI** bearing
Registered No. **0918210269** has appeared at the Intermediate Public
Examination held in **MARCH-2009** and passed **In A GRADE**
with **ENGLISH** as the Medium of Instruction.

The subjects in which **she** 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	085	100	071
Part - 2 : SANSKRIT	100	086	100	097
Part - 3 : Optional Subjects				
MATHEMATICS - A	075	048	075	061
MATHEMATICS - B	075	054	075	057
PHYSICS	060	051	060	042
CHEMISTRY	060	043	060	031
PHYSICS PRACTICAL			030	025
CHEMISTRY PRACTICAL			030	020
ENVIRONMENTAL EDUCATION				
	Q U A L I F I E D			
Total Marks In Figures	771 →			
In words	*SEVEN**SEVEN***ONE*			
Date	24-04-2009			

PRINCIPAL

Signature of the Principal and College Seal

Alphoras Girls Jr. College

KARIMNAGAR

Controller of Examinations

0918210269

NOTE: ELIGIBILITY RULES ARE OVERLEAF * INDICATES MARKS OBTAINED AT AN EARLIER EXAMINATION



Kakatiya University

WARANGAL - 506 009, (A.P.) INDIA

CONSOLIDATED MEMORANDUM OF MARKS

No. 451479

Date: 12-07-2012

Examination: B. COM., ANNUAL, MAR./APR., 2012

Candidate's Name: THOKALA REKHA

Roll No.: 167102023

Father's Name: THOKALA MURALI

SUBJECT	THEORY MARKS			PRACTICAL MARKS		
	MAX.	SECURED	GR. OF PASSING	MAX.	SECURED	GR. OF PASSING
PART - I						
FIRST YEAR:						
ENGLISH - I	070	057	A'10	030	030	A'10
SECOND LANGUAGE: SANSKRIT	100	076	A'10	-	-	-
SECOND YEAR:						
ENGLISH - II	070	055	A'11	030	030	A'11
SECOND LANGUAGE: SANSKRIT	100	073	A'11	-	-	-

TOTAL MARKS: 321 (THREE HUNDRED AND TWENTY ONE)
DIVISION: FIRST WITH DISTINCTION

A'11

SUBJECT	THEORY MARKS			PRACTICAL MARKS		
	MAX.	SECURED	GR. OF PASSING	MAX.	SECURED	GR. OF PASSING
PART - II						
FIRST YEAR:						
BUSINESS ECONOMICS	100	071	A'10	-	-	-
FINANCIAL ACCOUNTING - I	070	059	A'10	030	030	A'10
BUSINESS ORGANISATION & MGT.	070	060	A'10	030	030	A'10
FUNDAMENTALS OF INFORMATION TECH.	070	056	A'10	030	028	A'10
CONTEMP. INDIA: ECO. POLICY & SOCIETY *	050	045	A'10	-	-	-
SECOND YEAR:						
FINANCIAL SERVICES BANKING & INS.	070	055	A'11	030	030	A'11
ADVANCED ACCOUNTING	070	051	A'11	030	030	A'11
BUSINESS STATISTICS	070	061	A'11	030	029	A'11
TAXATION	070	034	A'11	030	030	A'11
ENVIRONMENTAL STUDIES *	100	060	A'11	-	-	-
OFFICE AUTOMATION *	100	056	A'11	-	-	-
THIRD YEAR:						
BUSINESS LAWS	070	061	A'12	030	030	A'12
CORPORATE ACCOUNTING	070	065	A'12	030	030	A'12
COST & MANAGEMENT ACCOUNTING	070	059	A'12	030	020	A'12
AUDITING	070	059	A'12	030	030	A'12
ADVANCED CORPORATE ACCOUNTING	070	044	A'12	030	030	A'12
ADVANCED MANAGEMENT ACCOUNTING	100	088	A'12	-	-	-
BUSINESS COMMUNICATION	100	080	A'12	-	-	-
SCIENCE & CIVILIZATION *	050	041	A'12	-	-	-

TOTAL MARKS: 1220 (ONE THOUSAND TWO HUNDRED AND TWENTY)
DIVISION: FIRST WITH DISTINCTION

A'12

Pass Marks in each subject: 35% of the Maximum Marks

* marks neither included in total nor considered for award of division

SECTION IN CHARGE

SUPD. M.R.

CONTROLLER OF EXAMINATIONS



PROVISIONAL CERTIFICATE

No. 399237

Date 11-07-2012

This is to certify that **THOKALA REKHA**
 Daughter of **THOKALA MURALI** has passed
 the **BACHELOR OF COMMERCE ANNUAL, 2012** examination held
 in **MAR./APR. 2012** in **FIRST DIVISION WITH DISTINCTION** under Part B
 and in **FIRST DIVISION WITH DISTINCTION** under Part III.

He/She was examined in the following subjects with Roll no. 167102023

Part B:	Month & Year of Examin.
English	
Second Language: SANSKRIT	ANNUAL 2011
Part III:	
	ANNUAL 2012

GROUP -A

GROUP -B

GROUP -C

ELECTIVES: 1. ADVANCED MANAGEMENT ACCOUNTING
 2. BUSINESS COMMUNICATION

FOR 
 Registrar



OSMANIA UNIVERSITY

CONSOLIDATED MEMORANDUM OF MARKS

PE 233283

EXAMINATION: MASTER OF BUSINESS ADMINISTRATION

REF NO. 48214

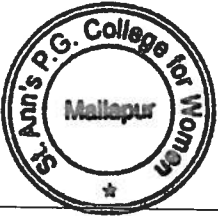
(M. B. A.)

DATE: 07/08/2014

NAME: THOKALA REKHA

ROLL NO.: 170012672017

FATHER'S NAME: THOKALA PURAJI

SL. NO.	SUBJECT	U.E.		I.A.		UE+IA MARKS SECURED	YEAR OF PASSING
		MAX. MARKS	MARKS SECURED	MAX. MARKS	MARKS SECURED		
I-SEMESTER							
1	MANO & ORGANIZATIONAL BEHAVIOR	80	56	20	18	74	MAR '13
2	MANAGERIAL ECONOMICS	80	46	20	16	62	MAR '13
3	FINANCIAL ACCOUNT. & ANALYSIS	80	60	20	17	77	MAR '13
4	MARKETING MANAGEMENT	80	50	20	17	67	MAR '13
5	STATISTICS FOR MANAGEMENT	80	32	20	19	51	MAR '13
6	BUSINESS LAW & ENVIRONMENT	80	54	20	17	71	MAR '13
7	I.T. APPLICATIONS FOR BUSINESS	60	41	20	16	57	MAR '13
8	INTR. TO INFORMATION TECH. (LAB)	20	17	--	--	17	MAR '13
II-SEMESTER							
1	HUMAN RESOURCE MANAGEMENT	80	53	20	19	72	AUG '13
2	BUSINESS PROCESS REENGINEERING	80	54	20	18	72	AUG '13
3	FINANCIAL MANAGEMENT	80	57	20	15	72	AUG '13
4	RESEARCH FOR MARKET DECISIONS	80	52	20	15	67	AUG '13
5	OPERATIONS RESEARCH	80	59	20	17	76	AUG '13
6	OPERATIONS MANAGEMENT	80	50	20	17	67	AUG '13
7	DECISION SUPPORT SYSTEMS	80	58	20	17	75	AUG '13
III-SEMESTER							
1	TOTAL QUALITY MANAGEMENT	80	54	20	17	71	DEC '13
2	INTERNATIONAL BUSINESS	80	51	20	17	68	DEC '13
3	MANAGERIAL COMMUNICATION	80	45	20	19	64	DEC '13
4	INVESTMENT MANAGEMENT	80	53	20	17	70	DEC '13
5	STRATEGIC MANG. ACCOUNTING	80	51	20	19	70	DEC '13
6	PROMOTION & DISTRIBUTION MAND.	80	56	20	18	74	DEC '13
IV-SEMESTER							
1	STRATEGIC MANAGEMENT	80	50	20	20	70	MAY '14
2	SUPPLY CHAIN MANAGEMENT	80	47	20	17	64	MAY '14
3	ENTREPRENEURIAL DEVELOPMENT	80	53	20	19	72	MAY '14
4	FINANCIAL RISK MANAGEMENT	80	45	20	15	61	MAY '14
5	SERVICES & GLOBAL MARKETING	80	56	20	18	74	MAY '14
6	FINANCIAL SERVICES & SYSTEMS	80	45	20	19	64	MAY '14
7	PROJECT (GRADE)	GRD	B	--	--	--	MAY '14
8	VIVA-VOCE (GRADE)	GRD	C	--	--	--	MAY '14
		TOTAL MARKS Secured in words		TOTAL MARKS IN FIGURES		2600	1777

RESULT: **FIRST DIVISION IN MAY/JUN, 2014**

SECTION-INCHARGE

K. Ramesh Babu
CONTROLLER OF EXAMINATIONS



Osmania University

PF 426371

FACULTY OF MANAGEMENT

Provisional Certificate

Ref. No. 6821

Roll No. 120612672017

This is to certify that THOKALA REKHA

so / daughter of THOKALA MURALI

passed the MASTER OF BUSINESS ADMINISTRATION

in MAY/JUN 2014 Examination of this University, held
and that he/she was placed in

FIRST DIVISION



Hyderabad, A.P.

Dated 07/08/2014

G. Shikha
for Registrar

[Signature]
Section in-charge



భారత ప్రభుత్వం
GOVERNMENT OF INDIA



Name: Rasha

8308 2120 8736



సమాన్య ని హక్కు

భారత విశిష్ట గుర్తింపు ప్రాధికారం
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

Address: D.O. Murali
Murali, 1-1-824/5, P.O. NID4
NAGAR, Koratla, Kurnool
Karn Naga, Koratla
Andhra Pradesh 503002

Address: D.O. Murali
Murali, 1-1-824/5, P.O. NID4
NAGAR, Koratla, Kurnool
Karn Naga, Koratla
Andhra Pradesh 503002


1947
ISO 157147

help@uidai.gov.in

www.uidai.gov.in


1947
ISO 157147
Solutions



Modi Properties Pvt. Ltd – New Employee Joining – Check list

Name:	T. REKHA	Joining Date:	
Designation:	Asst. Accountant	Division:	ACCOUNTS DIVISION
Company:		Prepared by:	Hemendra
Site/Project:		Sign:	

Sl. No.	Description	Status Yes / No/ NA/ Done
1.	SSC Marksheet collected?	
2.	HSC/Inter /Diploma Marksheet collected?	
3.	Graduation Mark sheet//certificate collected?	
4.	P.G. Marksheet/certificate collected?	
5.	Experience Certificate collected?	
6.	Proof of salary of previous companies collected? (Salary Slip/certificate/ Form 16A)	
7.	Relieving Letter collected?	
8.	4 Passport Size Photographs collected?	
9.	2 Postcard Size Family Photographs collected?	
10.	Residence Proof collected?	
11.	Photo ID Proof collected?	
12.	PAN Card collected?	
13.	2 Reference Letters collected?	
14.	Blood group certificate collected?	
15.	Employee ID Card form filled?	
16.	Bank Account form filled?	
17.	P.F. Declaration form filled?	
18.	E.S.I. Declaration form filled?	
Task to be explained?		
1.	Send introduction email/inform through viber to staff	No
2.	Desk - Prepare employee work area or arrange Desk	Yes
3.	Laptop - Arrange computer access/laptop	—
4.	SIM - CUG Airtel new connection/portability	No
5.	Smart mobile phone – check / provide	
6.	Viber - Add in Groups	No
7.	Create employee email ID	No
8.	Visiting Cards	No
9.	Uniform, wherever required	—
10.	Office Rules : Timings, leave policy, & uniform etc., as per circulars	Yes

Remarks:


 భారత ఎన్నికల సంఘము
 గుర్తింపుకార్డు
 ELECTION COMMISSION OF INDIA
 IDENTITY CARD
 UUL0795088

ఎలెక్టర్ పేరు : తోకల రేఖా
 Elector's Name : Tokala Rakha
 తండ్రి పేరు : మురాలి
 Father's Name : Murali
 లింగము / Sex : స్త్రీ / F
 పుట్టిన తేదీ / Date of Birth : XX/XX/1991

ఎలెక్టర్ పేరు : UUL0795088
 1-2-84
 కేరళ, యూ.పి. రోడ్ 1-2-1
 నుండి 1-2-215,
 కేరళ, కరీంనగర్

Address:
 1-2-84
 Korutla, Jhansi Road 1-2-1 Nundi
 1-2-215, Korutla, Karimnagar

Date: 13/02/2016
 ప్రాతినిధ్య సంఘము
 ఎలెక్టర్ రిజిస్ట్రేషన్ అధికారి
 20... కేరళ శాసనసభ ఎలెక్టోరల్ విభాగం

Facsimile Signature of
 Electoral Registration Officer
 20 - Korutla Assembly Constituency

ఎలెక్టోరల్ విభాగం ద్వారా ఇచ్చిన సమాచారం ప్రకారం ఎలెక్టోరల్ విభాగం
 మీ పేరు అధికారికి తెలియజేసింది మరియు అది సరైనదిగా ఉన్నట్లు
 తీసుకుంటే ఎలెక్టోరల్ విభాగం మీ పేరును నమోదు చేయబడింది.

In case of change of address, mention the Card No. in the
 relevant form for including your name in the list at the
 changed address and to obtain the card with same number.

133 / 702

आयकर विभाग
INCOME TAX DEPARTMENT



भारत सरकार
GOVT. OF INDIA

THOKALA REKHA

MURALI THOKALA

29/03/1991
Permanent Account Number

ATDPT9058B

T. Rekha
Signature



21120015

यह कार्ड के अंतर्गत प्राप्त सुविधा की है।
आयकर विभाग, पंजाब का
अधिकारी, दिल्ली।
फोन नं. 341, फैक्स नं. 3974।
वीस सड़क, इंदौरा रोड के पास,
पुणे - 411 004.

If this card holder (employee) lost card to find,
please inform / report to:-

Income Tax Return Preparation Unit, NEDL,
4th Floor, Mohan Garden,
Plot No. 341, Ganga No. 9774,
Model Colony, Near Durgam Chauri,
Pune - 411 004.

Tel: 91-20-2721 8084, Fax: 91-20-2721 8081
e-mail: info@nedl.co.in



TSSPDCL
ELECTRICITY BILL
CUM NOTICE

ELECTRICITY BILL
TSSPDCL

DI: 00/11/2016 TI: 13:22
BILL NO: 0402 ERONO: 001
PRO: GREENLANDS
REC: SANJEEV REDDY NAGAR
AREA CODE: 011004 GRP: M

SL. NO: A1027946
ISC: 107821157
NAME: S. BANGVALAM
ADDR: 1-10-134/17
ALLAMTHOTA BAVI
HYD

CAT: 1A DOMESTIC
CONTRACTED LOAD: 1.00KW
METER NO: 28338727 -I-
MF: 1.00 PH: 1

	PREVIOUS	PRESENT
KWH :	29	87
DATE:	11/Oct/16	08/Nov/16
STATUS:	04	01
UNITS:	58	DAYS: 28
PAID:	2.04	

ENERGY CHARGES: 99.05
DUST CHARGES : 30.00
ELECTRICI DUTY: 3.48
EDTHT : 0.00
ADJL. CHARGES : 0.00
TSD SURCHARGES: 0.00
GAT CHRG : 0.00
BTL AMOUNT : 132.53
LUBS CHRG : 0.47
ACT AMOUNT : 133.00

DISCOUNTS:-
DISC ON 31-03-16: 0.00
DISC ON 01-04-16: 0.00
TOTAL AMOUNT : 133.00
TSD DUE : 0.00
TOTAL DUE : 133.00

DUE DATE : 22-Nov-2016
LAST PAID DT: 21/10/2016
Make payment of the 169
Bill online through 431170

www.tssouthernpower.com