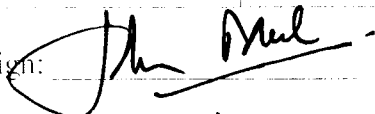


Details of Appointment: : (For office use only - Do not write on this page)

Name	D. Venkata Ramana
Salary	7,000/-
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 checked="" type="checkbox"/> Only after 3 months <input 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
Employee company	Mayflower Heights
Designation	Site Jr. Engg.
Site	Mallapur - MFH
Date of joining	28/3/07
Report to	P. Ramiah at SOA
Documents required	<input checked="" type="checkbox"/> 2 photographs <input checked="" type="checkbox"/> Copy of school certificated <input checked="" type="checkbox"/> Copy of degree certificates <input checked="" type="checkbox"/> Copy of drivers license <input checked="" type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from Mega Nivmar <input checked="" type="checkbox"/> Reference letter from Maheshwari builder <input checked="" type="checkbox"/> Reference letter from Jagannath Swamy Trust <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	Through Ad.

Sign: 

Date: 12/3/07.

Ref:- Through A97

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Engineer / J.W. Engem.
Date of application	09/03/07

Personal Details

Name	D. VENKATA RAMANA		
Age	39	Date of Birth	10/05/1967
Fathers Name	D. Narsaiah		
Address for Correspondence	H.No - 2221 Sai babanagar Dommaiguda ECIL		Own house.
Phone no. for correspondence	9948939617		
Permanent Address	- some - Native of Nizambad		

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

→ Communication Skills - Oly - Telugu
→ Hindi
→ Nimal - English
BC Good candidate.

Education

Degree			
Name of college			
Location			
Year		Medium of Instruction	

Degree Diploma	Diploma in Civil Engineering (DCE)		
Name of college	Gout Polytechnic	60%	
Location	NIZAMABAD		
Year	1988	Medium of Instruction	English

Name of Inter/ Jr. College	madhu melancha Junior college		
Location	Bodhan		
Year	1985	Medium of Instruction	English

Name of school	madhu melancha High School		
Location	Bodhan		
Year	1983	Medium of Instruction	English

- * ~~NOTE~~ - ① Having knowledge in Residential ~~area~~ construction of 6 years.
- ② over all O.K. we can take him.

[Handwritten signature]

Other courses or training	Diploma in Civil Engineering NIZAMABAD 1988
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Remarks: (For office use only – Do not write in this box)

Computer Skills

MS Office:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Avg.	<input type="checkbox"/> Learnt but never worked on it	<input type="checkbox"/> Nil
MS Word:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Avg.	<input type="checkbox"/> Learnt but never worked on it	<input type="checkbox"/> Nil
MS Excel:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Avg.	<input type="checkbox"/> Learnt but never worked on it	<input type="checkbox"/> Nil
Auto CAD:	<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Avg.	<input checked="" type="checkbox"/> Learnt but never worked on it	<input type="checkbox"/> Nil
Other:					

Two Wheeler

No Vehicle

Make		Year	
------	--	------	--

Family Details	Name	Age	Occupation	Company
Father	D. Narasimh	64	Retired	Nizam Sugar Hd. Shikharayan
Mother	D. Benamma	56	Home wife	
Wife / Husband	D. Indira	35		
Brother / Sister	Anand Kumar	32	Auto cad. painter	Computer patterns Ecil
Brother / Sister	Padma	41	Staff Nurse	Nizamabad Hospital
Brother / Sister	Aruna	35	Home wife	(married)
Brother / Sister	UMA	29	"	(")

Salary Details

Last Drawn Salary	8,000/- (Consolidated)		
Above salary Included	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			

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

→ 2 Children → 1. Male - 8th grade school
 → 2. Male - 2nd class
 → He expects salary between 7000 to 7500/-
 → If he selected he needs 15 days time to join with us.
 Candidate is good. Can employ him.
 Salary offered - 7,000/- + revision after 3 months.
 19/3/07

Experience & Employment Details

Years of experience in relevant field	14 years
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Name of Company	Mega Nilman → Mega Nirman
Duration of employment	From date: Jan 2004 To date: till date
Location	Suchitra Teekmedlo village
Designation	Site Engineer
Last drawn salary	Rs 8000/-
Brief Description of work	Site Supervision, Site Execution as per drawings measurements of sub contractors
Reason for leaving	

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

→ Work about to complete. Hence he wants resign.

Name of Company	Maharwei Builders
Duration of employment	From date: Jan 1995 To date: Dec 2003
Location	ABIOS Songjaguda
Designation	Site Engineer
Last drawn salary	4,500/-
Brief Description of work	Site Execution & supervising measurements of contractor work done
Reason for leaving	As planned to go Gulf

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

Name of Company	Jagannath Sundry Rem g.p.s) Trust M.G Road Secunderabad		
Duration of employment	From date:	October 1992	To date: Nov 1994
Location	M.G Road Secunderabad		
Designation	Site Supervisor		
Last drawn salary	1200/-		
Brief Description of work	<ul style="list-style-type: none"> - Site supervision - store & Record of cement & steel material ^{maintaining} 		
Reason for leaving	work completed		

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

→ During 1988-92 he handled small work and he completed his B.E. degree.

Name of Company			
Duration of employment	From date:		To date:
Location			
Designation			
Last drawn salary			
Brief Description of work			
Reason for leaving			

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

RESUME

D.V. RAMANA

H.No. 2221,
Saibaba Nagar, Kapra,
ECIL, Hyderabad.

9948939617
Mobile: ~~9247383979~~

OBJECTIVE:

Is to secure a responsible position and hone my skills in any competitive field, which gives career enhancement, professional growth and enrich my professional skills. I carry high energy levels and a good communicator with the ability to work individually or as part of a team.

EDUCATIONAL PROFILE:

- S.S.C. from Madumalancha High School, Bodhan, A.P., in the year 1983.
- Intermediate (MPC) from Madumalancha Junior College, Bodhan, A.P., in the year 1985.
- B.Com from Madumalancha Degree College, Bodhan in 1992.
- Diploma in Civil Engineering from Government Polytechnic, Nizamabad, A.P., in the year 1988.

WORK EXPERIENCE:

Since October 1992 to November 1994:

- As Site Supervisor for DORMETRY HALL with Kitchen Shed at Baser (V), Adilabad Dist. executed by Shri Jagannath Swamy Ram Gopal Trust, Secunderabad.

From January 1995 to December 2003:

- As Site Engineer for Maheswari Builders School Building, Commercial and Residential Complex and 3 stair Hotel Work.

Since January 2004 onwards:

- Working as SITE ENGINEER for Duplex Houses Developed by Meganirman, Jeedimetla, Hyderabad.

COMPUTER SKILLS:

- MS-Office
- Auto Cad R.13

PERSONAL PROFILE:

Name : D. VENKATARAMANA
Father's Name : Sri D. Narsaiah
Date of Birth : 10th May, 1967
Sex : Male
Marital Status : Married
Religion : Hindu
Languages Known : English, Telugu, Hindi.
Passport No. : E 6938195

Place: Hyderabad

Date: 09/03/07


(D. VENKATARAMANA)