

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

Name	R. PRADDEEP
Salary	Rs. 7,500/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month
Mobile Allowance	<input type="checkbox"/> Nil <input 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 type="checkbox"/> After 3 months <input checked="" type="checkbox"/> Next April -10
Employee company	ALPINE ESTATES
Designation	ENGINEER.
Site	M.F.H.
Date of joining	2/7/09
Report to	Mr. P. RAMESH
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 checked="" type="checkbox"/> Copy of passport <input type="checkbox"/> Father/Husband's employment details / Copy of ID card. <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____
Remarks	→ He is fresh candidate. → He is son of Mr. Biswara Centrop contract.

Sign: _____

Date: 2/7/09



Other courses or training	STAAD-PRO
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Remarks: (For office use only - Do not write in this box)

Computer Skills

MS Office:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
MS Word:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
MS Excel:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
Auto CAD:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
Other:	STAAD-PRO

Two Wheeler

Make:	—	Year	
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Family Details	Name	Age	Occupation	Company
Father	R. Baburao	48	Contractor	Modi Properties
Mother	R. Bharathi	44	Housewife	—
Wife / Husband				
Brother / Sister	R. Anup Kumar	19	Student	
Brother / Sister	R. Anup Kumar	18	Student	
Brother / Sister				
Son / Daughter				
Son / Daughter				
Son / Daughter				

Salary Details

Last Drawn Salary	—		
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	8,000/- to 10,000/-		

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Salary Re. 7,500/-
Must work for 2 year.
Site & MFH

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APPROVED BY
 -1 JUL 2009
 SURESH MISHRA
 MANAGING DIRECTOR