

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

Name	G. SHESHU NAR SIMHA REDDY
Salary	4,500/-
Conveyance	<input type="checkbox"/> Included in salary <input checked="" type="checkbox"/> Extra Rs. 1,000/- per month
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. 350/- 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	Modi Ventures. (only temporary).
Designation	Mkt. Exec.
Site	SOB II
Date of joining	3/7/06
Report to	Jagdin at SOB II.
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 type="checkbox"/> Copy of passport <input checked="" type="checkbox"/> <del>Father's</del> <sup>Brother's</sup> employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from <u>Bharatiya Vidya Bharan's</u> } in 15 days <input checked="" type="checkbox"/> Reference letter from <u>Wings Pharma</u> } time. <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	<p>A Brother in law - of Srinivas Reddy.                  &amp; for training under Jagdin for 1 to 2 months.                  + Guarantee of Srinivas Reddy.</p>

Sign: Jagan Mohan

Date: 1/7/06

Ref: - Mr. G. Srinivas Reddy Pr.  
 (His Brother - in law)

**Bio-Data**

Note: Attach copy of Resume / Bio-data

Application for post of	<del>Seasonal</del> / Marketing Execut
Date of application	

**Personal Details**

Name	G. SHESHU NARSIMHA REDDY
Age	33. Date of Birth 23-9-1972
Fathers Name	G. BUTCHI REDDY
Address for Correspondence	H.No. 1-7-513/1/14, Pavitranagar Colony, Plot No. 14, Zammitapur, Mushkabad, Hyderabad - 500020. <span style="float: right;">DUSTY HOME</span>
Phone no. for correspondence	98483 48733
Permanent Address	as above

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

→ Communication Skills - Normal in By.
Handwritten - OK.

**Education**

Degree	B.Sc (M.P.G)
Name of college	Charan's New Science College
Location	Narayana Jula, Hyd
Year	1995 Medium of Instruction English.

Degree	
Name of college	
Location	
Year	Medium of Instruction

Name of Inter/ Jr. College	Sri Ramabhadra Junior College
Location	Himayatnagar,
Year	1990 Medium of Instruction Telugu

Name of school	Keshav memorial Boys High School
Location	Narayana Jula,
Year	1988 Medium of Instruction Telugu

Communication skills OK  
 Can be appointed on  
 probation for 3 months  
 mktg exp of bys with Pharmaco.

Other courses or training	Diploma in Software Technology from CMC, Hadapsar. - 99 Not completed
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Remarks: (For office use only - Do not write in this box)

→ Passed Higher Typing

### 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:

### Two Wheeler

Make	Hero Honda	Year	1993
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G. Poobalavathi

Family Details	(L/A) Name	Age	Occupation	Company
Father	G. Butchi Reddy	-	Exptd.	Govt. Employee. Act. Acc. Officer AP Dairy
Mother	Housewife	56	Housewife	
Wife / Husband	-	-	-	-
Brother / Sister	G. Kameshwar	36	Housewife	
Brother / Sister	G. Varantha	34	Housewife	
Brother / Sister	G. G. K. Reddy	30	Private Job	Phillips Malabar Dissenpor
Brother / Sister	-	-	-	-

### Salary Details

Last Drawn Salary	Rs. 5000/-	
Above salary Included	ESI: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	PF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Conveyance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Expected Salary	Rs. 5000/-	

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

→ Appearance - ok

Children - Not Married.

**Experience & Employment Details**

Years of experience in relevant field			
Name of Company	Bharatiya Vidya Bhawan's Computer Centre		
Duration of employment	5 years	From date: 1995	To date: 2000
Location	Babheerbagh		
Designation	Administration Assistant		
Last drawn salary	Rs. 2000/-		
Brief Description of work	Office work, maintaining students fee structure, Attendance, Phone calls etc.		
Reason for leaving	It was Temporary Job.		

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


Name of Company	Wings Pharmaceuticals Pvt Ltd.		
Duration of employment		From date: 2000	To date: April 2006
Location	Hyderabad		
Designation	Sales Executive		
Last drawn salary	Rs - 5000/- + Daily allowance Rs. 60/-		
Brief Description of work	Promote the company products, booking the orders.		
Reason for leaving	No. growth, No increase in salary.		

+ petrol allowance Rs. 1/km

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

Last month he was sick - <del>Cholera</del> Viral fever.	
Product - Generic product for cough, cold, wheeze.	
Turn over of company 10 cr. - Delhi Based. Hyd - 2 Sales Execs.	
Hyd office - no office. Went to Delhi once in 6 months. - Target was 50,000/- p.m. Meet Doctors & chemists.	





# INDIAN UNION DRIVING LICENCE

Name of the Licence Holder : G. Shesho Nayagimha Reddy

Son/Wife/Daughter of : Buchir Reddy

Driving Licence Number : 9794 2000

Date of Issue : 31-10-2003

Name : G. Shesho Nayagimha Reddy

Son/Wife/Daughter of : Buchir Reddy

Temporary address / Official address (if any) : \_\_\_\_\_

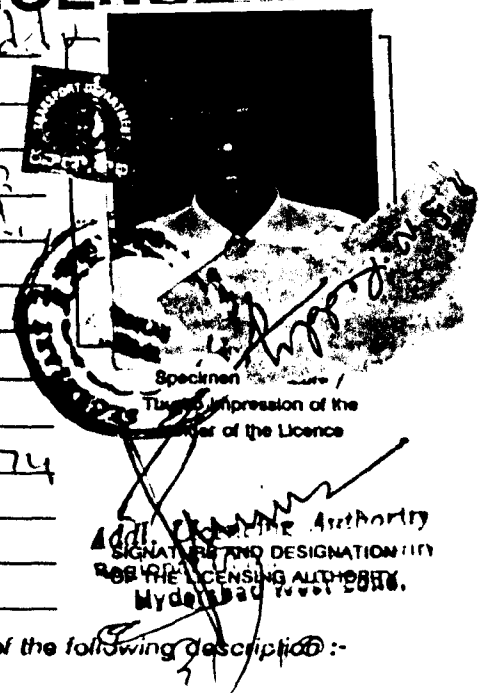
Permanent Address : 10-3-5/E/203

Mehidipatnam - 74

Date of Birth : 23-9-1972

Educational qualifications : \_\_\_\_\_

Blood group with RH factor : \_\_\_\_\_



The holder of this licence is licensed to drive throughout India vehicles of the following description :-

- Motor cycle without gear
  - Motor cycle with gear
  - Light motor vehicle
  - Auto Rickshaw
  - A motor vehicle of the following description.
- ① M/C  
L.M.V. only.

The licence to drive a motor vehicle, other than transport vehicle is valid From 31-10-2003 To 30-10-2020

transport vehicle is valid From \_\_\_\_\_ To \_\_\_\_\_

Name and designation of the Authority who conducted the driving test : Chaital Ahmed, Mr. I

Authorisation to drive transport vehicle Number \_\_\_\_\_ Date \_\_\_\_\_

Authorised to drive transport vehicle with effect from \_\_\_\_\_

Badge Number \_\_\_\_\_

Name and designation of the Authority who conducted the driving test : \_\_\_\_\_

### Space for addition of other classes of vehicles

Number \_\_\_\_\_ Date \_\_\_\_\_

Also authorised to drive the following classes of or description of motor vehicles :-

Name and designation of the Authority who conducted the driving test : \_\_\_\_\_

Date \_\_\_\_\_

### Space for renewal of driving licence

the licence to drive motor vehicles other than Transport vehicle is hereby renewed.

From \_\_\_\_\_ To \_\_\_\_\_

The licence to drive transport vehicles is hereby renewed.

From \_\_\_\_\_ To \_\_\_\_\_

Signature of Licensing Authority

Signature of Licensing Authority

31/10

Signature and Designation of the Licensing Authority, Hyderabad, Tel. 2006.