


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

Name	P. Venu Madhav Rao
Salary	3,600/-
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. 200 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
Employee company	Alpine Fertilizer .
Designation	Store keeper
Site	MFH
Date of joining	28/12/07
Report to	Jugdish Babu at MFH
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 type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input checked="" type="checkbox"/> Fathers employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from <u>Sri Krishna Agencies</u> <input checked="" type="checkbox"/> Reference letter from <u>SPR school .</u> <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	Referred by Arvind J Purchase Div

Sign: 

Date: 27/12/07

4

Ref. ~~Documents~~
 A. Srinivas
 (Purchase Assttd)
 Thrus Jay
 2/5/17

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Customer Relation / Sr. In Charge
Date of application	18-12-07
Application through	<input type="checkbox"/> Advertisement <input type="checkbox"/> Referred by:

Personal Details

Name	P. VENU MADHAV RAO.		
Age	27	Date of Birth	09-01-1981
Fathers Name	P. SHYAM RAO.		
Address for Correspondence	H.No. 17-34, IDPL Colony, Balanagar, Hyderabad.		
Phone no. for correspondence	9885862818.		
Permanent Address	C/o. P. Shyam Rao, Vill: Nizamsagar Dist: Nizamsabad.		

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

Education

Degree	B.A.		
Name of college	Dr. Br. Ambedkar Open University.		
Location			
Year	2004	Medium of Instruction	Telugu

Degree			
Name of college			
Location			
Year		Medium of Instruction	

Name of Inter/ Jr. College	Nizampet Jurisprudence College.		
Location	Commerical.		
Year	1997	Medium of Instruction	Telugu

Name of school	S.T.C.		
Location	Banswada		
Year	1995	Medium of Instruction	Telugu.

Sir,

we have to give training to him.
 He is ok. for the post of Stores Asst.

M. J. D. D.

Other courses or training	
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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:	

Two Wheeler

Make	- No -	Year	
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Family Details	Name	Age	Occupation	Company
Father	P. Shyamala	52	V.R.O.	Gent - Nizam Nagar V.
Mother	P. Chaitanya	50	Unemployed	
Wife / Husband				
Brother / Sister	J. Navan	28	study	MBA
Brother / Sister	J. Venkatesh	29	married	
Brother / Sister				
Son / Daughter				
Son / Daughter				
Son / Daughter				

Salary Details

Last Drawn Salary	4000/-		
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)

* Child hood friend of Arvind.
* Not Married.

Experience & Employment Details

Years of experience in relevant field

Name of Company	Airtel - DBA - Sri Krishna Agencies		
Duration of employment	Nov. 2005	From date:	August 07 To date:
Location	Kannur city.		
Designation	Marketing Executive.		
Last drawn salary	4000/-		
Brief Description of work	To get post paid connection		
Reason for leaving	Shifted to Hyd. for better prospect.		

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Name of Company	S.P.R. School.		
Duration of employment	Feb 2004	From date:	Oct-2005 To date:
Location			
Designation	Teacher		
Last drawn salary	3500/-		
Brief Description of work	Teach the maths metrics		
Reason for leaving	NOT interest in that field.		

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