

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

Name	MALLAYYA NYASAR (NICK NAME MALIKARJUN)
Salary	6,500/-
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. 200/- per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input 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	?
Designation	Asst. Accountant.
Site	H.O.
Date of joining	9/6/08
Report to	Saunashiva Rao. at HO.
Documents required	<input checked="" type="checkbox"/> 2 photographs (4) <input checked="" type="checkbox"/> Copy of school certificated <input checked="" type="checkbox"/> Copy of degree certificates <input checked="" type="checkbox"/> Copy of drivers license PAN CARD, <input type="checkbox"/> Copy of passport <input checked="" type="checkbox"/> Fathers employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from BANSA 900. <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	Friend of Saunashiva Rao.

Sign: _____

Date: 2/6/08.

Ref: A Samba Siva Rao

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Accountant / Accs. Asst.
Date of application	02/06/08
Application through	<input type="checkbox"/> Advertisement <input checked="" type="checkbox"/> Referred by: Samba Shiva Rao

Personal Details

Name	MALLAYYA [MALLIKARJUN]		
Age	25	Date of Birth	02/05/1983
Fathers Name	Eashwarappa		
Address for Correspondence	No. 16-2-751/93/E, Saivam colony, Dilshuk nagar HYD-59		
Phone no. for correspondence	9908218586		
Permanent Address	H.NO. 1403, 11th cross, KST, Bangalore - 60.		

Referred
proof

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

→ Communication Skills - Good.
Accounts - Good
Computer Skills - average.
Asst. 2/6/08

Education

Degree	B. Com		
Name of college	Sharanabasa Venkateswara college of commerce		
Location	Gulbarga		
Year	2004	Medium of Instruction	English

64%

Degree			
Name of college			
Location			
Year		Medium of Instruction	

Name of Inter/ Jr. College	P.U.C		
Location	Gulbarga		
Year	2006	Medium of Instruction	English

52%

Name of school	Manikant hsb school		
Location	Makthal		
Year	1998	Medium of Instruction	Telugu

45%

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 / <u>Good</u> / Avg. / Learnt but never worked on it / Nil
MS Excel:	Excellent / <u>Good</u> / Avg. / Learnt but never worked on it / Nil
Auto CAD:	Excellent / <u>Good</u> / Avg. / Learnt but never worked on it / Nil
Other:	Tally

Two Wheeler

Make		Year	
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Family Details	Name	Age	Occupation	Company /
Father	Eashwaraappa	55	A.O	BESCOM (Balgaon)
Mother	Shakuntala	48	H.W	
Wife / Husband	-			
Brother / Sister	Anitha	27	H.W	Brother in law - works with Sathyam
Brother / Sister				
Brother / Sister				
Son / Daughter				
Son / Daughter				
Son / Daughter				

Salary Details

Last Drawn Salary	6500/-		
Above salary Included	ESI: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PF: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Conveyance: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Expected Salary	8000 +		

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

→ He agreed for the same salary i.e 6500/-			

Experience & Employment Details

Years of experience in relevant field	4 yrs.
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Name of Company	BANSAL & CO. (C.A FIRM)				
Duration of employment	4 yrs	From date:	Oct 2004	To date:	Till now
Location	Gouliguda, KOTI HYD.				
Designation	Audit Assit cum Accountant				
Last drawn salary	6500/-				
Brief Description of work	① Maintaing of Accounts manually & throon compy ② Finalization Accounts i.e Trading, P&A & Balance sheet. ③ Preparation & filing of IT Returns ④ Auditing of Books at office & also at the place of companies				
Reason for leaving	Promotion of my skill & also for the sake of family				

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

→ He wants Shift to Accounts side ICA + 2 Accounts + 4 Audit Assitant.

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)

⇒ Accounts knowledge is Good. ⇒ Communication skills are low. ⇒ Interested in Accounts AAST position.
[Signature] 2/6/08.

RESUME

MALLIKARJUN
No.16-2-751/93/E,
Sairam Colony,
Dilsukhnagar,
Hyderabad – 500 059

Mobile: 9908218586

OBJECTIVE:

Zeal to work in an organization where the best of my knowledge, efficiency and efforts are useful to such organization and also promoting me in all activities of the organization.

EDUCATION PROFILE:

Having completed graduation from Gulbarga University, Gulbarga with an aggregate of 64% in 2004. Medium of Study: English.

JOB AND EXPERIENCE PROFILE:

Working as an Audit Assistant-Cum-Accountant at BANSAL & Company (Chartered Accountant Firm) from the year 2004.

NATURE OF WORK DONE:

1. Maintaining of Accounts manually and also through Computer
2. Finalization of Accounts i.e. Trading, Profit & Loss Accounts, and Balance Sheets.
3. Preparation and filing of IT Returns.
4. Auditing of Books at office and also at the place of Company.

2.

PERSONALS PROFILE:

Name .. MALLAYYA (MALLIKARJUN)

Father's Name .. Easwarappa

Mother's Name .. Shakuntala

Date of Birth .. 02.05.1983

Religion .. Hindu

Nationality .. Indian

Permanent Address .. H.No.1403, 11th Cross, KST
Bangalore – 60.

References .. *Mr. Sambu shiva Rao.*
(MODI BUILDERS PVT LTD)

Place: Hyderabad

Date:

(MALLIKARJUN)

No. G 306091

ಗುಲಬರ್ಗಾ

GULBARGA



ವಿಶ್ವವಿದ್ಯಾಲಯ

UNIVERSITY

Statement showing the number of marks obtained in each head of passing at the

III YEAR, BACHELOR OF COMMERCE DEGREE EXAMINATION - APRIL, 2004

Reg. No. 0155723		Name : MALLAYYA			
Subjects	Max Marks	Min Marks	Marks Obtained	Marks in words	Subject Result
P&PR. AUDITING	100	35	55	FIFTY FIVE	PASS
INDN. ECONMICS	100	35	55	FIFTY FIVE	PASS
PRI. OF MGMT.	100	35	60	SIXTY ONLY	PASS
BUSINESS LAW	100	35	71	SEVENTY ONE	PASS
COST ACCTG. (C)	100	35	82	EIGHTY TWO	PASS
INCOME TAX	100	35	95	NINETY FIVE	PASS
Total of III Year	600	210	418	FOUR HUNDRED EIGHTEEN	
Total of II Year	600		371	THREE HUNDRED SEVENTY ONE	
Total of I Year	600		361	THREE HUNDRED SIXTY ONE	
Grand Total	1800		1150	ONE THOUSAND ONE HUNDRED FIFTY ONLY	
Result of the examination	FIRST CLASS				

College: C311 S. B. COLLEGE OF COMM. GLB.

Date: 17/06/2004

'Ex' indicates exemption earned in previous attempts.

Checked by 1)

2)



REGISTRAR (Evaluation)



ಕರ್ನಾಟಕ ಸರ್ಕಾರ
GOVERNMENT OF KARNATAKA

267819

ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ
DEPARTMENT OF PRE-UNIVERSITY EDUCATION

ಪ್ರಮಾಣ ಪತ್ರ, CERTIFICATE

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣದ ದ್ವಿತೀಯ ವರ್ಷದ ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿ ಕೋರ್ಸನ್ನು ಸಂಪೂರ್ಣಗೊಳಿಸಿರುತ್ತಾರೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ :

This is to certify that the candidate mentioned below has passed the second year pre-university examination and completed the course with the following details :

ಅಭ್ಯರ್ಥಿ ಹೆಸರು } MALLAYYA
Candidate's Name }
ತಾಯಿಯ ಹೆಸರು }
Mother's Name }
ತಂದೆಯ ಹೆಸರು } EASHWARAPPA
Father's Name }

ಫಲಿತಾಂಶ ದಿನಾಂಕ } 05.06.2000
Date of result }
ನೋಂದಣಿ ಸಂಖ್ಯೆ } 340529
Register No. }

ವಿಷಯಗಳು Subjects ಭಾಗ - I ಭಾಷೆಗಳು Part - I Languages	ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No.	ತಿಂಗಳು/ವರ್ಷ Month/Year	ಗರಿಷ್ಠಾಂಕ Max. Marks	ಪಡೆದ ಅಂಕಗಳು Marks Obtained		
				ಅಂಕಗಳಲ್ಲಿ In figures	ಅಕ್ಷರದಲ್ಲಿ In words	
ENGLISH	340529	APR 2000	100	35	THREE FIVE	
HINDI	340529	APR 2000	100	51	FIVE ONE	
ಭಾಗ - II ಐಚ್ಛಿಕ ವಿಷಯಗಳು Part - II Optionals						
ECONOMICS	340529	APR 2000	100	56	FIVE SIX	
BUSI. STUDIES	340529	APR 2000	100	51	FIVE ONE	
ACCOUNTANCY	340529	APR 2000	100	67	SIX SEVEN	
STATISTICS	340529	APR 2000	100	49	FOUR NINE	
ಕಾಲೇಜು ಸಂಕೇತ ಸಂಖ್ಯೆ College Code No.	KK007	ಒಟ್ಟು ಅಂಕಗಳು Total Marks		600	309	ಪಡೆದ ವರ್ಗ Class Obtained
ಅಂಕಗಳು ಅಕ್ಷರಗಳಲ್ಲಿ Marks in words						
THREE HUNDRED AND NINE ONLY					SECOND	
ಕಾಲೇಜು College				SHARANBASAVESWAR COM COL SHARANA NAGAR GULBARGA 565103		

ಪ್ರಾ. ಚಾರ್ಯರ ಸಹಿ
Signature of the Principal
PRINCIPAL
255
Mallayya
ಶಿಕ್ಷಣ ಇಲಾಖೆ
Signature of the Candidate

ನಿರ್ದೇಶಕರು, ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ
Director
Department of Pre-University Education
ಬೆಂಗಳೂರು
Bangalore

ಶಿಕ್ಷಣ ಇಲಾಖೆ
Department of Pre-University Education
ಬೆಂಗಳೂರು
Bangalore

BOARD OF SECONDARY EDUCATION
ANDHRA PRADESH

YZ 1424280



SECONDARY SCHOOL CERTIFICATE

Head Master

PC/25/0309796/0

PRIVATE

Z.P.G.H.S. MAKTHAL

CERTIFIED THAT		MALLAYYA	
S/O EASHWARAPPA		Bearing Roll No. 1079866	
belongs to		Z P P (GIRLS) HIGH SCHOOL, MAKTHAL	
has appeared and PASSED at the SSC EXAMINATION held in		MAR, 1998 with	
THIRD		division and TELUGU as the medium of instruction	
DATE OF BIRTH OF THE CANDIDATE	DAY	MONTH	YEAR
02/05/1983	ZERO	TWO	MAY ONE NINE EIGHT THREE
THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS			
SUBJECT	Marks secured (in Figures)	Marks secured (in Words)	
FIRST LANGUAGE (TELUGU)	65	SIX SIX	
THIRD LANGUAGE - ENGLISH	43	FOUR THREE	
MATHEMATICS	35	THREE FIVE	
GENERAL SCIENCE	38	THREE EIGHT	
SOCIAL STUDIES	36	THREE SIX	
TOTAL	215	(TWO ONE EIGHT)	
SECOND LANGUAGE (HINDI)	53	FIVE THREE	
GRAND TOTAL	271	(TWO SEVEN ONE)	
Marks of Identification	1. A mole on the right temple. 2. A mole on the left hand.		
Head of Institution with School Stamp	Head Master Z.P.G.H.S. MAKTHAL		
Date of Issue by the Board	26/05/1998.		SECRETARY BOARD OF SECONDARY EDUCATION HYDERABAD
Any corrections in the certificate will not be entertained after 3 years from the date of issue.			
Any unauthorised correction in the certificate will result in cancellation of certificate.			

आयकर विभाग
INCOME TAX DEPARTMENT



भारत सरकार
GOVT. OF INDIA

MALLAYYA

EASHWARAPPA

02/05/1983

Permanent Account Number

AOJPM5389R


Signature



25/12/2006

इस कार्ड के खोने / पाने पर कृपया सूचित करें / लौटाएं :
आयकर पैन सेवा इकाई, एन एस डी एल
पहली मंजिल, टाइम्स टॉवर, कामला मिल्स कम्पाउंड,
एस. बी. मार्ग, लोअर परेल, मुंबई - 400 013.

*If this card is lost / someone's lost card is found,
please inform / return to :*
Income Tax PAN Services Unit, NSDL
1st Floor, Times Tower,
Kamala Mills Compound,
S. B. Marg, Lower Parel, Mumbai - 400 013.
Tel: 91-22-2499 4650, Fax: 91-22-2495 0664,
e-mail: tininfo@nsdl.co.in