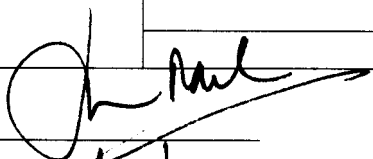
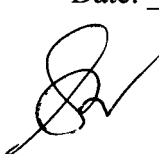
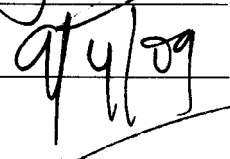


Details of Appointment: (For office use only – Do not write on this page)

Name	N. Ranjith
Salary	6500/-
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	Modi Ventures
Designation	Front Desk Executive
Site	Head Office
Date of joining	02.04.2009
Report to	Mr. Prashant Saraf
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 checked="" type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Father/Husband's employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from <u>Genpact</u> <input checked="" type="checkbox"/> Reference letter from <u>Creative Services</u> <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____
Remarks	Reference given by Mr. Bhavani Prasad _____ _____ _____ _____ _____ _____ _____ _____

Sign: _____

Date: _____

Ref: *Prakash Prasad* 18/03/09
Bio-Data
 Note: Attach copy of Resume / Bio-data

Application for post of	<i>Front Desk Executive</i>
Date of application	
Application through	<input type="checkbox"/> Advertisement <input type="checkbox"/> Referred by: <i>Mr. Bhavani Prasad</i>

Personal Details

Name	<i>N. Rajitha</i>		
Age	<i>31 yrs</i>	Date of Birth	<i>22-08-1978</i>
Fathers Name	<i>N. Subbarayan</i>		
Address for Correspondence	<i>7-9/2, Ravindra Nacharam Near Sai Baba Temple</i>		
Phone no. for correspondence			
Permanent Address	<i>N. Subbarayan 7-9/2, Near Sai Baba Temple Ravindra Nagar Nacharam</i>		

1st house

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

He looks good. Ask him to contact you next week.

Education

18/3/09

Degree	<i>MBA (during second year)</i>		
Name of college	<i>Ram Reddy (CDE)</i>		
Location	<i>Arts College</i>		
Year	<i>2007</i>	Medium of Instruction	<i>English</i>

Degree	<i>St. Patrick's Degree College (B.com)</i>		
Name of college	<i>St. Patrick's Degree College</i>		
Location	<i>Nallakunte</i>		
Year	<i>1999</i>	Medium of Instruction	<i>English</i>

50%

Name of Inter/ Jr. College	<i>Nrupabunga Junior College</i>		
Location	<i>Ymca (Barkapur)</i>		
Year	<i>1996</i>	Medium of Instruction	<i>English</i>

50%

Name of school	<i>Om Vidyalaya</i>		
Location	<i>Barkapur</i>		
Year	<i>1993</i>	Medium of Instruction	<i>English</i>

Mat Jagdish at site

9246348823

*11 min.
18/3/09.*

*Basically looking for
 basic job, suitable for
 website work, as he has
 knowledge of HTML; skills
 good communication skills -
 can be considered for MNCs
 especially for IT companies
 18/3/09*

Other courses or training	
---------------------------	--

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	HERO HONDA	Year	2003
------	------------	------	------

Family Details	Name	Age	Occupation	Company
Father	N. Sathyanaray	54	working as - dep sup	APSRTC - Deputy dip. mechanic
Mother	N. Ratnavathi	50	House wife	
Wife / Husband	N. Kanakamma	23	House wife	
Brother / Sister				
Brother / Sister				
Brother / Sister				
Son / Daughter				
Son / Daughter				
Son / Daughter				

Salary Details

Last Drawn Salary	9000/-		
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	91000/-		

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

Salary: 6500/-
Company: Modi ventures.
Tom for 2/4/08

Experience & Employment Details

Years of experience in relevant field	
---------------------------------------	--

Name of Company	Genpact			
Duration of employment	From date:	Apr 07	To date:	tin Dat
Location	uppal			
Designation	Tracking incharge (Infrastructure Dept) Trngpr			
Last drawn salary	9000/-			
Brief Description of work	Cab managment System → Routing, Pick up distribution, Trnging, Allocation & Drops			
Reason for leaving	looking for better opportunity			

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

Name of Company	creative Services (Service Support For HP)			
Duration of employment	From date:	Aug 03	To date:	Feb 07
Location	west marathalli			
Designation	marketing Executive			
Last drawn salary	6500/-			
Brief Description of work	Regularly Annual maintenance contracts (AMC) For hp & compaq products			
Reason for leaving	looking for better opportunity			

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

CURRICULUM VIATE

N.RANJITH

H-NO 7-9/2,Ravindra Nagar,
Near Sai Baba Temple,
Nacharam,Hyderabad-500076.

Cell : 9491382591

E-Mail: nsrran@yahoo.co.in

CAREER OBJECTIVE :

To deliver the best of my ability which I have attained through my education and achieve the goal of the company. Have a flair of public relations and customer care, trust worthy and quick learner.

EDUCATIONAL QUALIFICATIONS:

- Pursuing Management Of Business Administration From C.D.E .O.U.
- B.Com from St.Patricks Degree College, Osmania University, Hyderabad
- Intermediate (M.E.C) from Nrupatunga Jr. College, Hyderabad
- S.S.C from OM Vidyalaya, Barketpura, Hyderabad.
- M.D.S.E from Times Institute (AP STATE WALKF BOARD), Hyderabad.

WORK EXPERIENCE :

- Working as Conslutant in Genpact (Uppal) in Infrastructure & Logistics (Transport Wing) . From April 07 to till date.
- Worked as a Marketing Executive in Creative Services, Service Support division for Hewlett Packard India Sales Pvt. Ltd. (*hp*) from Aug 03 to Feb 07
- Worked as a Marketing Executive in Gazelle Technologies Pvt. Ltd. from Oct 2002 to July 2003.
- Worked as a Marketing Executive in J.S.Technologies from August 1999 to Sep, 2002.

CAPABILITIES:

Inclined to learn,
Good communication skills,
Dedication towards work.

ABILITY:

To grow the company according to the requirements and the expectations from the management as well as the client.

PERSONAL PROFILE:

Name : Nudurupati.Ranjith
Father's Name : Nudurupati.Satayanarayana
Date of Birth : 24-08-1978
Gender : Male
Address : H-NO 7-9/2,Ravindra Nagar,
Near Sai Baba Temple,
Nacharam,Hyderabad-500076.
Hobbies : Reading books, Listening Music,Playing Cricket.
Email Id : nsrran@yahoo.co.in
Contact number : 9491382591
Languages known : English, Hindi, and Telugu

I here by declare that the above information is true to my knowledge.

Date:

Place:

(N.Ranjith)

M. Raju



OSMANIA UNIVERSITY 9925035

CONSOLIDATED MARKS MEMORANDUM

EXAMINATION IN COM (WBS) (CCT) NOV 1999

DATE: 03/02/2000

NAME: NUDURUPARTY RANJITH

FATHER NAME: NUDURUPARTY SATANARAYANA

ROLL NO: 317-97-00347

PART I SUBJECTS	MAX MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING
FIRST YEAR ENGLISH I	100	36	54	A97
SANSKRIT I (SEC. LANG)	100	36	40	A97
SECOND YEAR ENGLISH II	100	36	49	A98
SANSKRIT II (SEC. LANG)	100	36	36	A98

TOTAL MARKS SECURED IN PART I IN FIGURES 186

IN WORDS

186 ONE EIGHT SIX **

PART II PASS DIVISION

PART II SUBJECTS	THEORY MARKS				PRACTICAL MARKS			
	MAX MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING	MAX MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING
FIRST YEAR								
BUSINESS ECONOMICS	100	36	41	A98	==	==	==	==
ACCOUNTANCY I	100	36	41	A97	==	==	==	==
INDUSTRIAL ORG MGMT & IND HR & CULTURE	50	10	21	A97	==	==	==	==
==	==	==	==	==	==	==	==	==
SECOND YEAR								
ACCOUNTANCY II	100	36	57	B98	==	==	==	==
BUSINESS STATISTICS	100	36	50	A98	==	==	==	==
BANKING THEORY & P	100	36	36	A98	==	==	==	==
* SCI & CIVILIZATION	50	18	27	A98	==	==	==	==
==	==	==	==	==	==	==	==	==
THIRD YEAR								
COST ACCOUNTANCY	100	36	70	B99	==	==	==	==
ACCOUNTANCY III	100	36	58	A99	==	==	==	==
MERCANTILE & IND. LAW	100	36	36	B99	==	==	==	==
AUDITING	100	36	36	A99	==	==	==	==
MANAGEMENT ACCT	100	36	61	A99	==	==	==	==
INCOME TAX	100	36	42	B99	==	==	==	==
==	==	==	==	==	==	==	==	==

TOTAL MARKS SECURED IN PART II } IN FIGURES 186
IN WORDS 186

PART II IS COMPLETED

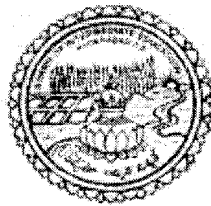
* HUMAN HERITAGE & CULTURE AND SCIENCE AND CIVILIZATION MARKS ARE NOT INCLUDED IN THE TOTAL MARKS AND DIVISION

HYDERABAD A.P.

[Signature]
REGISTRAR

SERIAL NO. F 105780

Board of Intermediate Education ANDHRA PRADESH, HYDERABAD



PASS CERTIFICATE-CUM-MEMORANDUM OF MARKS

THIS IS TO CERTIFY THAT **NEDURUPATI RENJITH**

SON OF **DAUGHER OF** & **SATYANARAYANA**

WITH REGISTRATION NUMBER **477-190**

INTERMEDIATE PUBLIC EXAMINATION HELD IN **MARCH 1996**

COMPARTMENTALLY

Principal
Nrupotunga Junior College
BAGH LINGAMPALLI, HYD-500027.

PASSED THE

THE SUBJECTS IN WHICH THE CANDIDATE WAS EXAMINED AND THE MARKS SECURED WERE AS FOLLOWS.

MEDIUM : ENGLISH 514722

SUBJECTS	PAPER - I		PAPER - II	
	MAXIMUM MARKS	MARKS OBTAINED	MAXIMUM MARKS	MARKS OBTAINED
PART - 1 : ENGLISH	100	035*	100	064*
PART - 2 : SANSKRIT	100	050*	100	036*
PART - 3 : OPTIONAL SUBJECTS				
MATHEMATICS	100	035*	100	037*
ECONOMICS	100	040*	100	035
COMMERCE	100	050*	100	054*
GRAND TOTAL				
IN FIGURES	IN WORDS			DATE
436	***FOUR***THREE***SIX***			03-06-96

Principal
Nrupotunga Junior College
BAGH LINGAMPALLI, HYD-500027.

JOINT DEPUTY SECRETARY
(EXAMINATIONS)

NOTE: ELIGIBILITY RULES ARE PRINTED OVERLEAF
* INDICATES MARKS OBTAINED AT EARLIER EXAMINATIONS

P.T.O.

J 076890

DEE R. R. DI
R.I.S. / [Signature]
DI [Signature]



Head Mistress
OM VIDYALAYA,
BARKATPURA, HYDERABAD

SECONDARY SCHOOL CERTIFICATE

PC/02/0006939/1

Certified that **NEDURUPATI RANJITH** bearing

R.No. **0026839** Son of **N SATYANARAYANA**

and belonging to **OM VIDYALAYA HIGH SCHOOL BARKATPURA, HYD** appeared

at the SSC EXAMINATION held in **MARCH, 1993** and PASSED the EXAMINATION in

SECOND division with **ENGLISH** as the medium of instruction.

The Date of Birth of the Candidate is

DATE OF BIRTH	DAY	MONTH	YEAR			
24/08/1978	TWO	FOUR	AUG	ONE	NINE	SEVEN EIGHT

The Candidate Secured the following Percentage of marks

FIRST LANG.	MARKS	THIRD LANG.	MARKS	MATHEMATICS	MARKS
TELOGU	58	ENGLISH	57	MATHEMATICS	73
GENERAL SCIENCE	56	SOCIAL STUDIES	57	TOTAL (in figures)	311

TOTAL (in words) * THREE HUNDRED AND ELEVEN *

SECOND LANGUAGE (HINDI * FORTY TWO *) 42

Marks of Identification
1 A big scar on rht. leg.
2

Head of Institution

Date of Issue

HYDERABAD

10/05/1993
[Signature]
Head Mistress
OM VIDYALAYA,
BARKATPURA, HYDERABAD

[Signature]

SECRETARY
BOARD OF SECONDARY EDUCATION

Any corrections in the Certificate will not be entertained after three years from the date of issue.

Any unauthorised correction in the certificate will result in cancellation of certificate.

The marks with the asterisk indicates the marks secured in the Previous Examinations.

TIRAPATI

Creative Services

Plot No. 10, Rajendra Nagar, Patna

Phone: 91-91-2222-11111

Fax: 91-91-2222-11111

E-mail: info@creativeservices.com

13.03.2007

TO WHOM IT MAY CONCERN

This is to certify that Mr. N.Ranjit was working with us as a Marketing Executive from 05/08/2003 to 07/02/2007.

His last drawn salary was Rs.6500/-per month.

We wish him all the very best in all his future endeavors.

For Creative Services



S.SUDESH KUMAR

Director