



Surveer

27/4/05.

Ganta Jai Kumar.

1. Babu Rao - contact - his nephew.
2. Krishna's - old employee - nephew.
3. Take reference of Kanaka Rao's Bother-in-law who works for Surja Coats.
4. Salary: In salary at 2,750/-
review after 3 months - include of conveyance from home to office & back.
5. Document required
 - ✓ a. 2 photographs ✓
 - ✓ b. Copy of ~~the~~ school certificate ✓
 - ✓ c. NOC from Surja Coats ✓
6. Join from 28/4/05. after checking with Kanaka Rao ✓

27/4/05.

26-4-05

For Purchase - Job
BIO-DATA (delivery)

Note: 1. Attach copy of Resumé / bio-data, 2. Fill up this form in capital letters.

Babu
25/4
Under
Father's name?

| | |
|----------------------------|---|
| Name | GANTA. JAI KUMAR. |
| Age/Date of Birth | 25, 28-07-1980 |
| Fathers Name | LATE. G. VINOD KUMAR. |
| Address for Correspondence | 12-10-590/10/7, Rd no. 4, Indira Nagar. |
| Permanent Address | Warasiguda, Sec-bad-06. |
| Phone No. | -9246153488 - Babu Rao, (centring contractor) |

revised
name
Part 12.007-

Education

| | |
|-----------------|------------------------------------|
| Degree | Final year B.Com. - Correspondence |
| Name of college | Dr. B.R. Ambedkar Open University |
| Location | Hyderabad |
| Year | Final - 2006 |

| | |
|-----------------|---|
| Degree | |
| Name of college | - |
| Location | |
| Year | |

| | |
|---------------------------|---|
| Name of Inter/Jr. college | - |
| Location | - |
| Medium & Year | - |

| | |
|----------------|-----------------------------|
| Name of School | SBHS Sri Balaji High School |
| Location | Sec-bad |
| Medium & Year | English - 1996 March |

Experience

| | |
|--|-----------|
| Years of experience in relevant field. | Six years |
|--|-----------|

| | |
|--|---|
| Name of company | Surfa Coats (BEL) LTD - Paints Co. |
| Duration of employment | 5 yrs - 8 months From date: 11/6/1999 To date: 10/2/2005 |
| Location | Kachiguda, Hyderabad. |
| Last drawn salary | 2550/- (net salary) |
| Brief description of work Post % Crodoown In - Charge. | Maintenance of stocks, despatching material, Preparing Invoices, Day Book |
| Reason for leaving | Better opportunity. |

PTO

2 people under him. Manually in register.
He reported to Sr. Sales Officer - Ashwini Kumar.
Started at salary - Rs 1,500 (1999)

Tom
3/4

JOINED ON - 29/04/05

Division Eng Telecom

Central Govt

Casual basis is not much knowledge of pipes as was temporary jobs

| | | | | |
|---------------------------|---|-----------|----------|----------|
| Name of company | D.E.T, O.F.C.P - Optical Fibre Project | | | |
| Duration of employment | From date: | 6/12/1998 | To date: | 3/5/1999 |
| Location | Hyderabad, Office - Dil Subrahmanyam Godown - Vanasthalipuram. | | | |
| Last drawn salary | 2000/- | | | |
| Brief description of work | Maintenance of material, and Stock Books. Stock: HDPE, GI, cables, pipes | | | |
| Reason for leaving | Casual Basis. | | | |

| | | | | |
|---------------------------|------------|--|----------|--|
| Name of company | - | | | |
| Duration of employment | From date: | | To date: | |
| Location | | | | |
| Last drawn salary | | | | |
| Brief description of work | | | | |
| Reason for leaving | | | | |

| | | | | |
|---------------------------|------------|--|----------|--|
| Name of company | - | | | |
| Duration of employment | From date: | | To date: | |
| Location | | | | |
| Last drawn salary | | | | |
| Brief description of work | | | | |
| Reason for leaving | | | | |

| | |
|--------------------|---|
| Computer Skills | Word, Excel MS OFFICE, Windows, and Knowledge in Tally Accounting |
| Two wheeler & make | - By Bus |

| Details of family members | Name | Age | Occupation | Name of company / employer |
|--------------------------------------|----------------|-----|------------------|----------------------------|
| Father 1987 ^{employed} LATE | G. VINOD KUMAR | 50 | Civil Contractor | Hyderabad |
| Mother | G. NAGALAXMI | 43 | HOUSE WIFE | stays with him. |
| Wife | - | - | - | - |
| Brother / Sister | G. VIJAY KUMAR | 23 | Contracting | works with Balakrishna. |
| Brother / Sister | | | | |
| Brother / Sister | | | | |
| Brother / Sister | | | | |

| | |
|-----------------|--------|
| Expected salary | 3000/- |
|-----------------|--------|

| | |
|-------------------|---|
| Other information | - stays in rented house - Warsiguda - His dad is brother of Krishna. |
|-------------------|---|

can get - former civil contractor - knows Driving, but no driv. license. - speaks well - fluent with English, Hindi, Computers

*Thiru
Babu
reference*

CURRICULUM VITAE

12-10-590/10/7,
Indira Nagar, Road.No.4,
WARASIGUDA
SECUNDERABAD - 500 006.
jaikumarganta@yahoo.com

GANTA, JAI KUMAR

CAREER OBJECTIVE:

To be a part of the Organisation and work for the attainment of Organisation's Objectives & Goals.

EXPERIENCE IN DETAIL:

Jun * 1999 - ¹⁰⁻²⁻⁰⁵ Till date - Godown In-Charge in Hyderabad Depot - "Surfa Coats (Bangalore) Ltd., Manufactures of Decorative paints.

As a Godown In -Charge, I was sole responsible to look after the following :-

- Maintenance of Stocks on a daily basis,
- Physical Stock taking at the depot & Maintenance of Inventory
- Maintenance of Ledgers - *Accounting*
- Responsibility of dispatching the stock on orders.

Dec 1998 - May * 1999 As a Stores In-Charge in D.E.T., O.F.C.P., Hyderabad

As a Stores In-Charge, I was responsible person in the Stores For

- Stock taking at the depot
- Maintenance of Stock & Stock Books

EDUCATIONAL QUALIFICATION:

- Pursuing ~~III~~ ^{III}rd Year Bachelor of Commerce (DR.B.R.A.O.U)

TECHNICAL EXPOSURE:

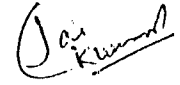
- Knowledge in Computer Accountancy
- Ms - Windows, Ms - Office
- Typewriting English (Lower)

PERSONAL DETAILS :

Father's Name : G. VINOD KUMAR
Date of Birth : 28.07.1980
Nationality : Indian
Religion : Hindu
Language Known : English, Hindi and Telugu.

Date : 11-03-2005

Place : Secunderabad



(GANTA. JAI KUMAR)



DR. B. R. AMBEDKAR OPEN UNIVERSITY

SL.NO.

MEMORANDUM OF MARKS

1-YEAR (3YDC) EXAMINATIONS (COMMON TO B. A., B. Com., B.Sc.)



JULY 2002

252789
30709702

NAME **GANTA JAI KUMAR**
H.NO.12-10-590/10/7
INDIRANAGAR
WARASIGUDA
SECUNDERABAD
 FATHER'S NAME : **G VINOD KUMAR**

DATE :
 HALL TICKET NO : **0340132425**
 500 061 MEDIUM : **ENGLISH**

| SUBJECTS | ENGLISH | TELOGU | SCIENCE & TECHNOLOGY | SOCIAL SCIENCE |
|---------------|---------|--------|----------------------|----------------|
| MAXIMUM MARKS | 100 | 100 | 100 | 100 |
| PASS MARKS | 35 | 35 | 35 | 35 |
| MARKS SECURED | 68 | 23 | 29 | 35 |
| RESULT | PASS | FAIL | FAIL | PASS |

AGGREGATE : (155) ONE*FIVE*FIVE*

RESULT : PROMOTED

1. Application for Revaluation in the prescribed form along with the prescribed fee of Rs. 110/- per paper will be entertained within 15 days of the issue of the first Memo of Marks.
2. Application for Recounting in the prescribed form along with the prescribed fee of Rs. 45/- per paper will be entertained within 30 days of the issue of the first Memo of Marks.
3. Any discrepancy in this memo of marks may be brought to the notice of Controller of Examinations for correction within six months from the date of Issue.

J
 JACT / SR. ASST

✓
 SUPERINTENDENT

Heavenly
 CONTROLLER OF EXAMINATIONS

Checked by the officials
Jy



DR. B. R. AMBEDKAR OPEN UNIVERSITY

MEMORANDUM OF MARKS

1-YEAR (3YDC) EXAMINATIONS (COMMON TO B. A., B. Com., B.Sc.)

SPELL II - DEC 2003

SL.NO.



821695

NAME : GANTA JAI KUMAR DATE : 20/02/04
 H.NO.12-10-590/10/7
 INDIRANAGAR HALL TICKET NO : 0340132425
 WARASIGUDA SECUNDERABAD 500061 MEDIUM : ENGLISH
 FATHER'S NAME : G VINOD KUMAR

| SUBJECTS | ENGLISH | TELUGU | SCIENCE & TECHNOLOGY | SOCIAL SCIENCE |
|---------------|---------|-----------|----------------------|----------------|
| MAXIMUM MARKS | 100 | 100 | 100 | 100 |
| PASS MARKS | 35 | 35 | 35 | 35 |
| MARKS SECURED | --- | 35 | 42 | --- |
| RESULT | **** | PASS ✓ | PASS ✓ | **** |

AGGREGATE : (077)ZERO*SEVEN*SEVEN*

RESULT : PROMOTED

1. Application for Revaluation in the prescribed form along with the prescribed fee of Rs. 110/- per paper will be entertained within 15 days of the issue of the first Memo of Marks.
2. Application for Recounting in the prescribed form along with the prescribed fee of Rs. 45/- per paper will be entertained within 30 days of the issue of the first Memo of Marks.
3. Any discrepancy in this memo of marks may be brought to the notice of Controller of Examinations for correction within six months from the date of Issue.

JACT / SR. ASST

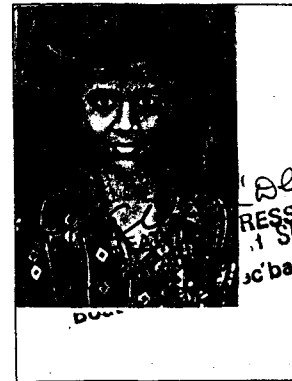
SUPERINTENDENT

CONTROLLER OF EXAMINATIONS

Checked with original
[Signature]

**BOARD OF SECONDARY EDUCATION
ANDHRA PRADESH**

M 014394



SECONDARY SCHOOL CERTIFICATE

PC/03/001418072

| | | | |
|--|--|--|---|
| CERTIFIED THAT | | G. JAI KUMAR | |
| S/O G. VINOD KUMAR | | Bearing | |
| Roll No. | 0040943 | belongs to | SREE BALAJI HS BOUDHANAGAR SEC'BAD |
| has appeared and PASSED at the SSC EXAMINATION held in | | | MARCH, 1996 |
| FIRST | | division and | ENGLISH |
| | | as the medium of instruction | |
| DATE OF BIRTH OF THE CANDIDATE | DAY | MONTH | YEAR |
| 28/07/1980 | TWO | EIGHT | JUL ONE NINE EIGHT ZERO |
| THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS | | | |
| SUBJECT | Marks secured (In Figures) | Marks secured (in Words) | |
| FIRST LANGUAGE (TELUGU) | 69 | SIX NINE | |
| THIRD LANGUAGE - ENGLISH | 65 | SIX FIVE | |
| MATHEMATICS | 65 | SIX FIVE | |
| GENERAL SCIENCE | 98 | NINE EIGHT | |
| SOCIAL STUDIES | 52 | FIVE TWO | |
| TOTAL | 349 | (THREE FOUR NINE) | |
| SECOND LANGUAGE (HINDI) | 69 | SIX NINE | |
| GRAND TOTAL | 418 | (FOUR ONE EIGHT) | |
| Marks of Identification | <ol style="list-style-type: none"> A MOLE NEAR THE LEFT EAR A MOLE ON THE RIGHT EYE BROW | | |
| Head of Institution with School Stamp | <p align="center"><i>M. Ellan Dhan</i> HEAD MISTRESS SREE BALAJI HIGH SCHOOL Boudhanagar, Sec'bad-361</p> | | |
| Date of Issue by the Board | 23/05/1996. | <p align="right"><i>M. Nagaraj</i> SECRETARY BOARD OF SECONDARY EDUCATION HYDERABAD</p> | |
| <p>Any corrections in the certificate will not be entertained after 3 years from the date of issue.</p> <p>Any unauthorised correction in the certificate will result in cancellation of certificate.</p> <p>The marks with the asterisk indicates the marks (old marks) secured in previous Examinations.</p> | | | |

Checked with register



surfa coats
(B A N G A L O R E)
L I M I T E D

3-3-54/1/A, Eshwar Bhavan, Beside State Bank of Hyderabad,
Opp. Lane of Bank of India, Kachiguda, Hyderabad - 500 027. Phone : 24653345

Date : 29.04.2005

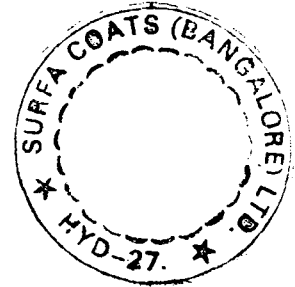
TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr. G.Jai Kumar S/o. G.Vinod Kumar
worked in our organization as a Godown Incharge from 01.06.1999 to
10.02.2005.

His conduct was satisfactory.

For SURFA COATS (Bangalore) LTD.,


Authorize Signatory



*Chandrasekhara
Prasad*

Corporate. Office : 639, 46th 'A' Cross, III Block, Rajajinagar, Bangalore - 560 010.

The eco-friendly paint company