

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

Salary	2,750/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month
Mobile Allowance	<input checked="" type="checkbox"/> Nil <input type="checkbox"/> Rs. _____ 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	Meheta & Modi Homee.
Designation	Site Supervisor
Site	SORS I
Date of joining	11/3/06
Report to	Ranit at SORS I
Documents required	<input checked="" type="checkbox"/> 2 photographs <input checked="" type="checkbox"/> Copy of school certificated <input type="checkbox"/> Copy of degree certificates <input checked="" type="checkbox"/> Copy of drivers license <input checked="" type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Reference letter from <u>Sancha Cowick.</u> <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	<p>* MUST try to complete Inter in the next 2 to 2 years.</p> <p>* Reference of Phalender Electrician</p> <p>* Ato knows Babu – centering contracts.</p>

Sign: Jha Moh

Date: 10/3/06

FOR THE POST of Lib-Supervisor.
 Ref:- Mr. Phander - Summit Builder

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Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	
Date of application	

Personal Details

Name	G. Murari RATHAN		
Age	27	Date of Birth	10.7.78
Fathers Name			
Address for Correspondence	12-10, 590/104/6 WAGASI GUSA SEBAO		OWN HOME
Phone no. for correspondence	27070667 - -		after 1 month
Permanent Address			

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Education

Degree			
Name of college			
Location			
Year		Medium of Instruction	
Degree			
Name of college			
Location			
Year		Medium of Instruction	
Name of Inter/ Jr. College			
Location			
Year		Medium of Instruction	
Name of school	St Gabriel High School (8th to 10th class)		
Location	NEW MALHOUNTA		
Year	1994 to 1996	Medium of Instruction	ENGLISH

10th passed in the year - 1996

2 yrs - knows Phander's
 his wife is friend of Phander
 Bednath - 15 yrs - friend
 of Kumar - 15 yrs - home nearby
 Phander is his father's friend.

keep on hold
 since after
 1 month
 April 18
 6.3.06

Other courses or training	
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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	<i>Hero Honda Glendon X ear</i>	<i>paid off - Mdy 2003 MStax.</i>
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Family Details	Name	Age	Occupation	Company
Father	G. RAJESH H.	52	Electrician	RAILWAY EMPLOYEE
Mother	G. ANASWHA	42	Housewife	
Wife / Husband				
Brother / Sister				
Brother / Sister				
Brother / Sister	G. SURESH	29		Wiley Works Dayal - electrician
Brother / Sister	Chandra MOHAN	25	Customer Care	AIRTEL B' pcc Silver Oak Blows

Salary Details

Last Drawn Salary		
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	3000	vehical. Conveyance Conveyance

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<i>1996-98 - at home. didnt work, grand mother not well</i>

7yos 6 months.

Experience & Employment Details

Years of experience in relevant field ~~2yos~~ 7yos, 6 months

Name of Company	SANCHAR COURIER		
Duration of employment	1998	From date: June 1998	To date: Feb 2006
Location	P.G. Road Secbad		
Designation	Despatch - Clerk (DELIVERY BOP)		
Last drawn salary	Rs 2300 / month + Rs 80 = daily conveyance		
Brief Description of work	<p>→ Ride up + delivery - field work - 9.30-4pm. delivery + pickup expenses</p> <p>→ Dispatch from office - 4.30pm - 8pm.</p>		
Reason for leaving	Wants better salary, wants to work for us - Govt		

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delivery - local area - Secbad, Secbad
 Dispatching @ 4.30 - 5pm - field work in office
 @ 9.30 - 4pm - delivery in field
 dispatching document from office to Secbad, etc.

Name of Company			
Duration of employment		From date:	To date:
Location			
Designation			
Last drawn salary			
Brief Description of work			
Reason for leaving			

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Name of Company			
Duration of employment	From date:	To date:	
Location			
Designation			
Last drawn salary			
Brief Description of work			
Reason for leaving			

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Name of Company			
Duration of employment	From date:	To date:	
Location			
Designation			
Last drawn salary			
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