

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Supervisor / Liaison Executive
Date of application	09-06-2021
Application through	☐ Advertisement ☒ Referred by: G. Chandra Karth, Sr (Own Brother)

Personal Details:

Full Name	Gurram. Tharun Prasad		
Age	26...years	Date of Birth	13/08/1994
Fathers Name	Gurram. Swamy Natham		
Address for Correspondence	11-19-167, Bhagath Singh Nagar, Saroornagar Ranga Reddy.		
Phone & Mobile	7207119150, 9553246024		
Permanent Address	11-19-167, Bhagath Singh Nagar, Saroornagar Ranga Reddy		
Aadhar number	4132 2240 1859	Category	SC / ST / BC / Open

Education:

Post Graduation			
Name of college			
Location		Percentage marks	
Course type	☐ Regular Course ☐ Correspondence Course		
Year of completion		Medium of Instruction	English / Telugu / Hindi

Degree/ Diploma	B.Com Computers		
Name of college			
Location	LBNagar	Percentage marks	
Course type	☐ Regular course ☐ Correspondence Course		
Year of completion		Medium of Instruction	English / Telugu / Hindi

Name of Inter/ Jr. College	ZPHS, CHINTAPALLI		
Location	NALGONDA	Percentage marks	241 [55%]
Year of completion	2018	Medium of Instruction	English / Telugu / Hindi

Name of school	LOYOLA CONVENT HIGH SCHOOL		
Location	SAROORNAGAR	Percentage marks	248 [55%]
Year of completion	2010	Medium of Instruction	English / Telugu / Hindi

Description of other courses or diploma	

Computer Skills:

MS Office	☐ Good ☐ Average ☒ Poor
MS Word	☐ Good ☐ Average ☒ Poor
MS Excel	☐ Good ☐ Average ☐ Poor
Auto CAD	☐ Good ☐ Average ☐ Poor ☐ N.A.
Email	☐ Good ☐ Average ☐ Poor
Other	But knows - all govt. Websites

Two Wheeler / Car:

Make	SPLENDOR +	Year	13-04-2012
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Family Details:	Name	Age	Occupation/ Study	Company/ Education institution
Father	Gr. Swamy Natham	60	Private Employee	RTIC Employee drive
Mother	Gr. Shyamala	58	House wife	N/A
Wife / Husband				
Brother / Sister	Chandrasekhar	28	Engineer	Govt. Chelapathy
Brother / Sister				
Brother / Sister				
Son / daughter				
Son / daughter				
Son / daughter				

Salary Details:

(Copy of 1 yr bank statement of salary account will have to produce at the time of employment)

Last Drawn Salary	16,000		
Does the above salary include:	ESI: ☐ Yes ☒ No	PF: ☐ Yes ☒ No	
	Conveyance: ☐ Yes ☒ No	Mobile Allowance: ☐ Yes ☒ No	
Expected Salary	18,000		

Surety:

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				☐ Yes ☒ No
Surety 1:	Name		Company	
	Designation		Your Relation	
Surety 2:	Name		Company	
	Designation		Your Relation	

Commitment

Can you commit to work for a minimum of 2 years?	☒ Yes ☐ No
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Experience & Employment Details:

Years of experience in relevant field	12 years		
Name of Company	NAVATA TRANSPORT		
Duration of employment	2 years	From date: 10/11/2013	To date: 15/12/2015
Location	Auto Nagar		
Designation	EMO (Estate Management Department)		
Last drawn salary	16,000		
Number of employees in the company / branch?		Number of employees in your dept. or division?	12
Brief description of work handled by you.	I handle the Company workers like Harablies, Sweepers, and any other's Damage's I can take the position of that and Inform to my H.R		
Reason for leaving	Pressure of over time Duty's		

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

Name of Company	T.S Online Emeeseva] (Own Business)		
Duration of employment	5 years	From date: 10/02/2016	To date: 15/11/2020
Location	B.N.Reddy		
Designation	System operator		
Last drawn salary	18,000		
Number of employees in the company / branch?	01	Number of employees in your dept. or division?	01
Brief description of work handled by you.	I Done the all Applications like Job's, Cast, Income, PF, Bills payment, pan Card's, etc. EC, CC, phani, ROR,		
Reason for leaving	NO Bussiness		

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

Revenue	— Knowledge in Ee's, Pahani's, Certificates
	— ROR IB - Pahani's,
	— Dhamani Land Records Portal.
	— CCLA Online Land Records.

GTHC - property tax payments

Name of Company					
Duration of employment	_____ years	From date:	.../.../.....	To date:	.../.../.....
Location					
Designation					
Last drawn salary					
Number of employees in the company / branch?		Number of employees in your dept. or division?			
Brief description of work handled by you.					
Reason for leaving					

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

Name of Company					
Duration of employment	_____ years	From date:	.../.../.....	To date:	.../.../.....
Location					
Designation					
Last drawn salary					
Number of employees in the company / branch?		Number of employees in your dept. or division?			
Brief description of work handled by you.					
Reason for leaving					

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

Ask for additional sheets if required.

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

Background – Personal	☐ Good ☐ Average ☐ Poor
Background – Work	☐ Good ☐ Average ☐ Poor ☐ NA
Personality	☐ Good ☐ Average ☐ Poor
Appearance	☐ Good ☐ Average ☐ Poor
Communication skills	☐ Good ☐ Average ☐ Poor
Recommendation	☐ Employ ☐ Reject ☐ Short list & decide later
Recommended salary	

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

Relevant experience	☐ Good ☐ Average ☐ Poor ☐ NA
Knowledge of subject	☐ Good ☐ Average ☐ Poor
Recommendation	☐ Employ ☐ Reject ☐ Short list & decide later
Recommended salary	

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

Recommendation	☒ Employ ☐ Reject ☐ Short list & decide later
Recommended salary	15,000/- to start with.
MPM – for new site search.	
We can use his e-scan license.	

Offer Details

Salary offered	15000/-	Date of joining	18/6/21.
Remarks:			

DECLARATION

From: Gi. Tharun prasad
11-19-167, Bhagath singh Nagar
Saroornagar,
7207119150, 9553246024

Date: 9-06-2021

To,
HR Manager,
Modi Properties Pvt. Ltd.,
M.G. Road, Secunderabad-03.

I have submitted my bio-data/ resume for a suitable post in your company and its associated firms/subsidiaries.

I hereby certify/declare that the details given herein are true to the best of my knowledge.

In case the information given by me is found to be un-true, I will be liable for consequences thereon.

I shall provide proof of last drawn salary as and when requested.

I shall provide letters of good conduct/recommendation from past employers as and when asked for.

I further undertake to work for a minimum period of 2 years, if I am offered employment in your company.

Thank you.

Yours sincerely,

Signature 

Name: Gi. Tharun prasad

Place: Hyderabad

Date: 9-06-2021

CURRICULUM VITAE

G.Tarun Prasad,
S/O: G.Swamynatham,
H.NO:11-19-167,
Bhaghatsingh Nagar ,
Saroornagar,
Hyderabad-500035

Mobile No:9553246024,
Email id:tarunparasd777@gmail.com

OBJECTIVE

Looking forward for an opportunity to work in a challenging environment where.I can use my skills & knowledge and contribute effectively for the success of organization and also improve my personnel skills.

SUMMARY

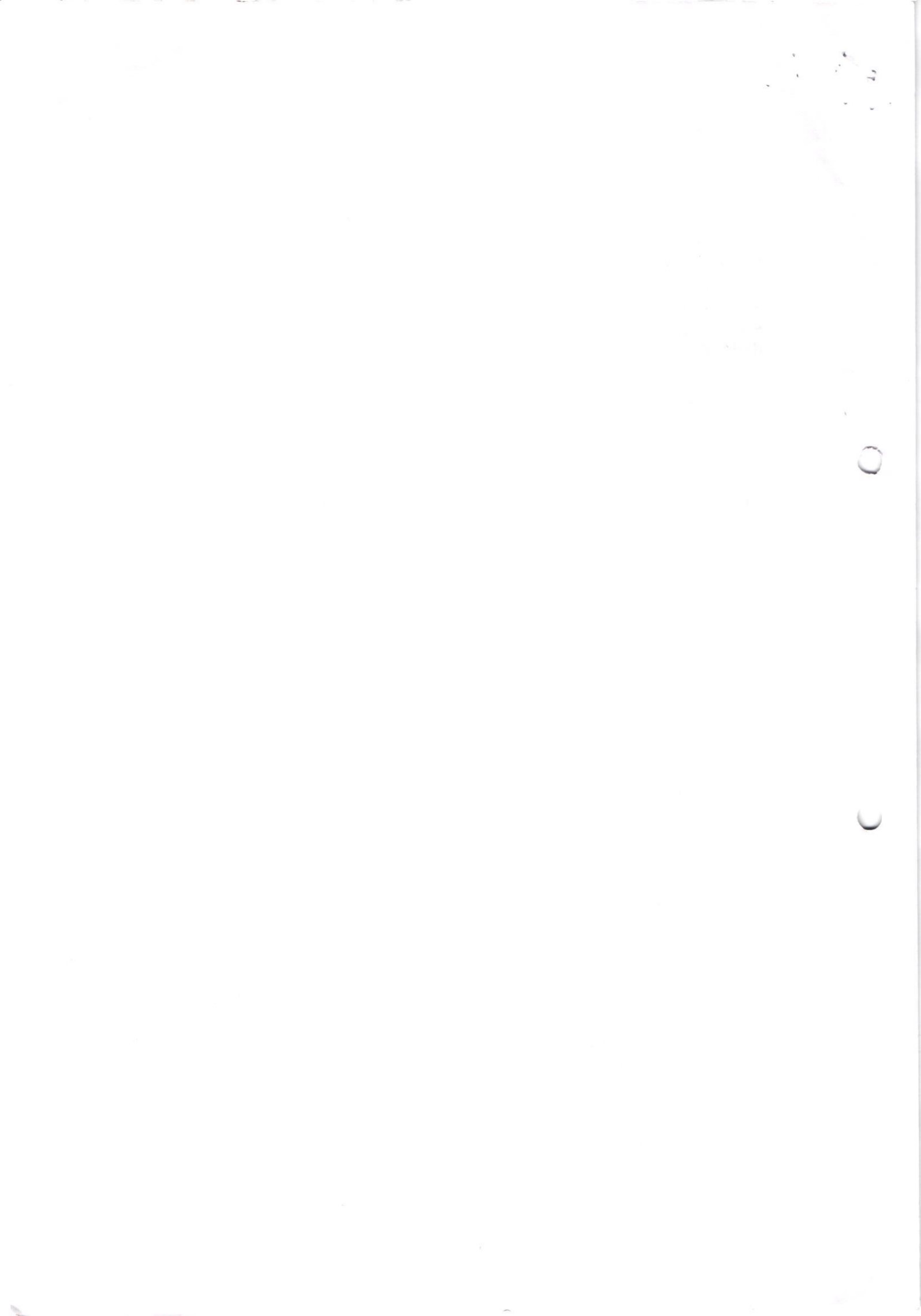
- ❖ Self – motivated, good work ethics and ability to adapt to rapidly evolving Technology and commercial environment in the industry.
- ❖ Having good communication skills.

EDUCATIONAL PROFILE

- ❖ Secondary School Certificate (S.S.C) from Loyola Convent High School, Saroor nagar,Hyderabad.
- ❖ Intermediate in Civics Economics & Commerce(CEC) from Govt Junior College at Old Mallakpet,Hyderabad.

WORK EXPERIENCE

- ❖ Worked as a EMD (Estate Management Department) In Navatha Transport for 2 Years.
- ❖ Worked as a System Operator In Meeseva for 5 Years.



PERSONAL PROFILE

❖ Person's Name : G.Tarun Prasad
❖ Father's Name : G.Swamynatham
❖ Date of Birth : 13-08-1994
❖ Marital Status : Un married
❖ Nationality : Indian
❖ Languages known : Telugu, English and Hindi
❖ Permanent Address : G.Tarun Prasad,
H.NO:11-19-167,
Bhagathsingh Nagar,
Saroornagar,
Hyderabad-500035

DECLARATION:

I hereby declare that above-furnished details are true to the best of my knowledge.

PLACE : Hyderabad

DATE :

(G.Tarun Prasad)

15/25
57. - MEMO

57.
251.
Ad (J)

DATE & FROM:	TO & REMARKS.
09/06/21	MD
Jaikumar	
	G. Tharun Prasad brother of
	Chandrakanth - for Engineer regarding
	for Job
	He has discontinued 1st year B.Com
	Completed Intern.
	<u>Experience</u>
	① 2 yrs in Navata Transport
	② 5 yrs <u>OWN</u> TS online - Keeseva. (overseas)
	Center closed
Revenue dept	He knows about EC, CC, pahanis,
	ROR-IB pahanis,
	Dharani Land Records Portal
	CCLA online Land Records Portal.
	He used to download and issue to Customers
	in his own Shop.
	— Chandrakanth regarding to appoint him as
	Supervisor for Lion works.
	pk advise
	Call for interview on
	Monday!

Pai

11/6

MEMO

DATE &
FROM:

TO & REMARKS.

10/10/19
J. K. M.

1. The first part of the report is very good. It is well written and the facts are clearly stated. The second part is also good but the facts are not so clearly stated. The third part is very good but the facts are not so clearly stated.

(A) 1. The first part of the report is very good. It is well written and the facts are clearly stated. The second part is also good but the facts are not so clearly stated. The third part is very good but the facts are not so clearly stated.

2. The second part of the report is very good. It is well written and the facts are clearly stated. The third part is also good but the facts are not so clearly stated. The fourth part is very good but the facts are not so clearly stated.

10/10/19
J. K. M.

3. The third part of the report is very good. It is well written and the facts are clearly stated. The fourth part is also good but the facts are not so clearly stated. The fifth part is very good but the facts are not so clearly stated.

10/10/19
J. K. M.

4. The fourth part of the report is very good. It is well written and the facts are clearly stated. The fifth part is also good but the facts are not so clearly stated. The sixth part is very good but the facts are not so clearly stated.

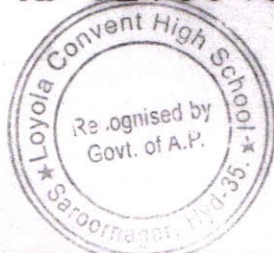
10/10/19
J. K. M.

5. The fifth part of the report is very good. It is well written and the facts are clearly stated. The sixth part is also good but the facts are not so clearly stated. The seventh part is very good but the facts are not so clearly stated.

Board of Secondary Education ANDHRA PRADESH



KP 0276049



D.E.E. R.R.

Reg. No.

Date 6/11/14



REGULAR

PC/37/36082/766790/9

SECONDARY SCHOOL CERTIFICATE

CERTIFIED THAT GURRAM THARUN PRASAD

bearing Roll No **1037100387**

S/O G SWAMY NATHAN

belongs to **LOYOLA H S SAROOR NAGAR**

has appeared and **PASSED** SSC EXAMINATION held in **MARCH 2010** in **D2 GRADE**

with **ENGLISH** as medium of instruction.

DATE OF BIRTH

13/08/1994

DAY

ONE THREE

MONTH

AUGUST

YEAR

ONE NINE NINE FOUR

THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS

SUBJECT	Marks Secured (in figures)	Marks Secured (in words)	Positional Grade
FIRST LANGUAGE : (TELUGU)	36	THREE SIX	D2
THIRD LANGUAGE : ENGLISH	47	FOUR SEVEN	D1
MATHEMATICS :	45	FOUR FIVE	D1
GENERAL SCIENCE :	42	FOUR TWO	D2
SOCIAL STUDIES :	58	FIVE EIGHT	C2
TOTAL :	228	TWO TWO EIGHT	
SECOND LANGUAGE : (HINDI)	20	TWO ZERO	D2
GRAND TOTAL :	248	TWO FOUR EIGHT	D2

Life Skills Education : **GRADE SECURED :**

Marks of Identification

1. A MOLE ON THE NECK

2. A MOLE BEHIND THE NECK

Mary Nahel
HEAD MISTRESS

Head of **LOYOLA CONVENT HIGH SCHOOL**
Saroor Nagar, Hyderabad-500 035.

Date of issue : 23-05-2010

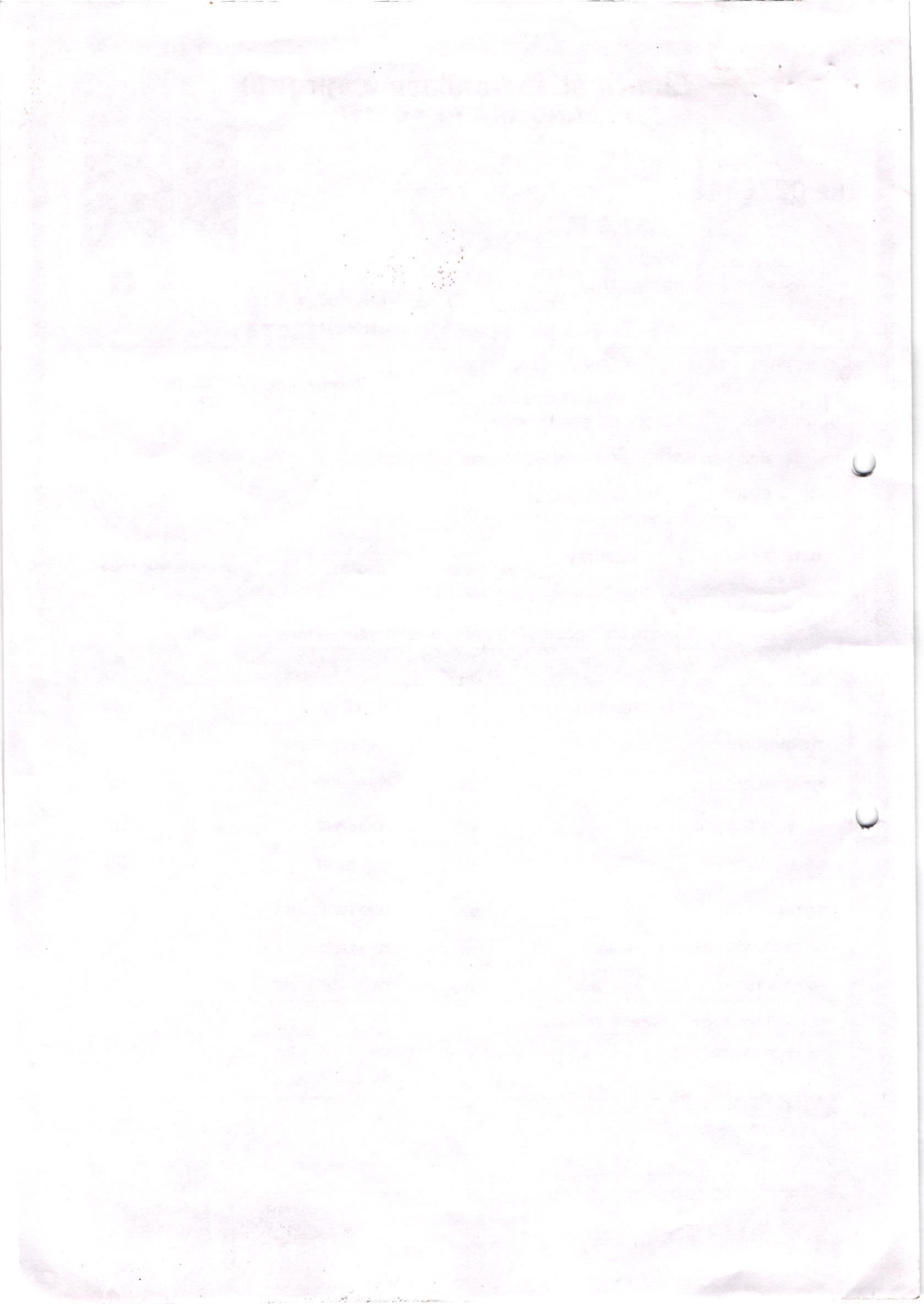
Nateen J.
SECRETARY

**BOARD OF SECONDARY EDUCATION
A P, HYDERABAD**

1. Life skills Education : The Grade shall be incorporated by the respective Head of the Institution before delivery of the certificates to the candidates.
2. Any corrections in the certificate will not be entertained after one year from the date of issue.
3. Any unauthorised correction in the certificate will result in cancellation of certificate.
4. The Marks with asterisk indicate the old marks secured in previous appearances.

2010





**TELANGANA OPEN SCHOOL SOCIETY : HYDERABAD**

APRIL - 2018

Intermediate (TOSS) Public Examinations

H 017037

37898

MEMORANDUM OF MARKS

Hall Ticket No. : 1729176959

Medium

ENGLISH

PH Code :

Name of the Candidate : GURRAM THARUN PRASAD

Father's Name : G SWAMY NATHAN

Com Code : 03

Mother's Name : G SHYAMALA

Cate. Code : 01

Admn. No : 17291301501-1



Sub. Code	SUBJECTS	Max Marks	Minimum Marks	Marks Secured	Grade	Result
302	ENGLISH	100	35	81	B	P
305	TELUGU	100	35	39	G	P
317	POLITICAL SCIENCE	100	35	40	G	P
318	ECONOMICS	100	35	38	G	P
319	COMMERCE / BUSINESS STUDIES	100	35	43	F	P
IN WORDS : * TWO * FOUR * ONE *		GRAND TOTAL :			241	F PASS

A.I. CODE & Name : 291301-ZPHS, CHINTAPALLI, CHINTAPALLI

Date of Issue : 30-05-2018

Asterisk (*) - Old Marks

T - Transfer of Credit

19110

PRINCIPAL / HEAD MASTER / CO-ORDINATOR WITH SEAL

Dist. Nalgonda

DIRECTOR



భారత ప్రభుత్వం
GOVERNMENT OF INDIA



గుర్రం తరుణ ప్రసాద్
Gurram Tarun Prasad

పుట్టిన సంవత్సరం/Year of Birth : 1994
పురుషుడు / Male



4132 2240 1859

అధార్ - సామాన్యుని హక్కు



భారత విశిష్ట గుర్తింపు ప్రాధికార సంస్థ
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

చిరునామా: S.O గుర్రం స్వామినాథం.
హా నో 11-19-167, భగత్ సింగ్ నగర్,
సరూర్నగర్, రంగారెడ్డి, ఆంధ్ర ప్రదేశ్,
500035

Address: S/O Gurram
Swamynatham, H no 11-19-167,
Bhagath singh nagar,
Saroomagar, Rangareddi, Andhra
Pradesh, 500035



1947
1800 180 1947



help@uidai.gov.in



www.uidai.gov.in



1947 హెల్ప్ లైన్
1800 180 1947

