

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	SIDE SUPERVISOR	
Date of application	11-07-2023	
Application through	☒ Advertisement	☐ Referred by:

Personal Details:

Full Name	MA. ALMAS RASHEED		
Age	23 years	Date of Birth	09/07/2000
Fathers Name	MA. SATTAR		
Address for Correspondence			
Phone & Mobile	9666133651		
Permanent Address	H- No:- 9-16-94 MOHAMMEDIA COLONY, NIZAMABAD 50300		
Aadhar number	3101 0530 8376	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			
Name of college			
Location		Percentage marks	
Course type	☐ Regular course ☐ Correspondence Course		
Year of completion		Medium of Instruction	English / Telugu / Hindi

Name of Inter/ Jr. College	SRI KAKATIYA Jr. COLLEGE		
Location	NIZAMABAD	Percentage marks	68%
Year of completion	2019	Medium of Instruction	English / Telugu / Hindi

Name of school	CRESCENT HIGH SCHOOL		
Location	NIZAMABAD	Percentage marks	73%
Year of completion	2017	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	INTERNET

Two Wheeler / Car:

Make		Year	
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Family Details:	Name	Age	Occupation/ Study	Company/ Education institution
Father	MA. SATTAR	60	10 th	DRIVER
Mother	ISHRATH JAHAN	50	NO	HOUSE WIFE
Wife / Husband				
Brother / Sister	GAYAZ AMAIR	28	INTER	BUSINESS
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	7000		
Does the above salary include:	ESI: ☐ Yes ☐ No	PF: ☐ Yes ☐ No	
	Conveyance: ☐ Yes ☐ No	Mobile Allowance: ☐ Yes ☐ No	
Expected Salary	15000 - 18000		

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: FRESHER.

Years of experience in relevant field	1 year		
Name of Company	Raheem fruit shop		
Duration of employment	years	From date:	To date:
		07/03/22	18/01/23
Location	Nizamabad		
Designation	cashier		
Last drawn salary	7000		
Number of employees in the company / branch?	04	Number of employees in your dept. or division?	01
Brief description of work handled by you.	worked as cashier		
Reason for leaving	shop closed (or) better efficiency		

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)

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.

DECLARATION

From:

Date: 11-07-2023

MA ALMAS RASHEED

MOHAMMEDIA COLONY

NIZAMABAD

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.

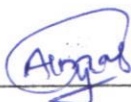
I shall provide letters of good conduct/recommendation from past employers as and when asked for.

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: MA ALMAS RASHEED

Place: NIZAMABAD

Date: 11-07-2023

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	
<i>OK</i>	

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	
<i>need training for MEP works.</i>	

V. Ramakrishna Reddy
22/7/23

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

Recommendation	☐ Employ ☐ Reject ☐ Short list & decide later
Recommended salary	

Offer Details

Salary offered		Date of joining	
Remarks:			

CURRICULUM VITAE

M A ALMAS RASHEED

Mobile : +91 9666133651

Email ID: rasheedalmas42@gmail.com

CAREER OBJECTIVE:

To associate myself to work in the reputed organization that gives scopes to update my Knowledge and I want to be a part of team that dynamically works towards the growth of the organization.

EDUCATIONAL QUALIFICATION:

Qualification	University / Board	Year of passing	Percentage
S.S.C	Board of Secondary Education	2017	73
INTERMEDIATE	Board of Intermediate Education	2019	68

Date:

Place:

TECHNICAL SKILLS:

- Basic computer (Mailing and Internet)

STRENGTH:

- Confident
- Quick Learner & Enjoy Team Work
- Good Academic Record
- Hard working

EXPERIENCE:

- Trained as a **Supervisor** in Building Construction for 3 Months at Nizamabad.

PERSONAL PROFILE:

Name : M A ALMAS RASHEED
Father's Name : M A SATTAR
Date of Birth : 09/07/2000
Gender : Male
Marital Status : Unmarried
Nationality : Indian
Languages Known : English, Hindi, Telugu & Urdu
Address : H.NO: 9-16-94
Mohammadia Colony,
Nizamabad,
Pin: 503001, TS.

DECLARATION:

I here declare that the information and fact furnished above are to the best of my knowledge and belief.

Date: 11-07-2023

Place: NIZAMABAD


(M A ALMAS RASHEED)

Aptitude & Intelligence Test

Name of Candidate: MA ALMAS RASHEED Date: 11/07/2023

Name of the Position: SIDE SUPERVISOR

Question 1

What is the 4-digit number in which the first digit is one-fifth the last, and the second and third digits are the last digit multiplied by 3? (Hint: The sum of all digits is 12.)

Ans > 1, 155 ✓

Question 2

Jane went to visit Jill. Jill is Jane's only husband's mother-in-law's only husband's only daughter's only daughter. What relation is Jill to Jane?

Ans > Jane's daughter (Jane's mother's husband-in-law's Jill to Jane.)

Question 3

Which of the words below is least like the others? The difference has nothing to do with vowels, consonants or syllables.

MORE, PAIRS, ETCHERS, ZIPPER

Ans > PAIRS ✓

Question 4

Tabitha likes cookies but not cake. She likes mutton but not lamb, and she likes okra but not squash. Following the same rule, will she like cherries or pears?

Ans > cherries ✓

Question 5

What is the number that is one more than one-tenth of one-fifth of one-half of 4,000?

Ans > 41 ✓

Question 6

In a foot race, Jerry was neither first nor last. Janet beat Jerry, Jerry beat Pat. Charlie was neither first nor last. Charlie beat Rachel. Pat beat Charlie. Who came in last?

Ans >

Question 7

Find the number that best completes the following sequence.

1 2 4 7 11 ? 22

Ans > 16 ✓

Aptitude & Intelligence Test

Name of Candidate: MA ALMAS RASHEED **Date:** 11/07/2023

Name of the Position: SIDE SUPERVISOR

Question 8

Marian bought 4 oranges and 3 lemons for 90 cents. The next day she bought 3 oranges and 4 lemons for 85 cents. How much did each lemon and orange cost?

Ans) lemon 15 and orange 10 ✓

Question 9

Start with the number of total mittens the numbered kittens lost, and multiply by the voting age in the U.S. What's the answer? ✓

Ans) 3

Question 10

There is at least one nine-letter word that contains only one vowel. Do you know what it is?

Ans) STRENGTHS