

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

Name	P. HARRY DANIEL
Salary	Rs. 20,000 PM
Conveyance	☒ Included in salary ☐ Extra Rs. _____ per month
Mobile Allowance	☐ Nil ☐ Rs. 250 per month.
PF & ESI	☐ No PF & ESI ☒ Only after 3 months ☐ Pay ESI & PF
Probation Period	☒ 3 months ☐ Nil
Salary revision	☐ After 3 months ☒ Next April - 10
Employee company	MANAGER - ADMIN
Designation	MANAGER - <u>ADMIN</u> Promine.!
Site	HO
Date of joining	26.10.09
Report to	M.P.A.
Commitment	Committed to work for atleast <u>2</u> yrs.
Documents required	☒ 4 photographs ☒ Copy of school certificated ☒ Copy of degree certificates ☒ Copy of drivers license ☒ Copy of passport <u>APPROVED</u> ☒ Fathers employment details / Copy of ID card. ☒ Surety from _____ ☒ Surety from _____ ☒ Reference letter from _____ ☒ Reference letter from _____ ☒ Reference letter from _____ ☐ Other _____ ☐ Other _____
Remarks	

Approved by Shankar Reddy		Approved By MD	
Date:	26/10/09	Date:	<u>m</u>
Sign:	<u>Shankar Reddy</u>	Sign:	<u>MD</u>

APPROVED BY
26 OCT 2009
SOMASI MODI
MANAGING DIRECTOR

Name of Company	J.K.T. Asialic 2002 to 2006		
Duration of employment	4 yrs	From date: Aug 2002	To date: Oct 2006
Location	Lakdikarui, in Himayat Nagar		
Designation	Business Manager		
Last drawn salary	1.80 Lacs P.A.		
Number of employees in the company / branch?	50+	Number of employees in your dept. or division?	20
Brief description of work handled by you.	Sales and Business Planning Customer Service, Strategies Planning Pricing, Training, etc.		
Reason for leaving	ARH Amro closed Housing Loan Product.		

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

Name of Company	M/S. L.A. FISSUE 2007 to date		
Duration of employment	2 yrs	From date: Jan 07	To date:
Location	SRINAGAR COLONY.		
Designation	MANAGER OPERATIONS		
Last drawn salary	3. Lacs P.A.		
Number of employees in the company / branch?	60+	Number of employees in your dept. or division?	8
Brief description of work handled by you.	Sales, Revenue generation Supply Management, Liaisoning with A.P. Handloom, Lepakehi, and with other clients.		
Reason for leaving	Presently working		

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

Ask for additional sheets if required.

13/10/19

Bio-Data

Note: Attach copy of Resume / Bio-data

4' above Thunders 10/1

Application for post of	MANAGER.		
Date of application	13.10.09		
Application through	☒ Advertisement	☐ Referred by:	

Personal Details

Name	P. HARRY DANIEL ✓		
Age	43	Date of Birth	21.09.66.
Fathers Name	LATE. D. PHILIP		
Address for Correspondence	10-1-834, A.C. GUARDS, HYD-4		
Phone & Mobile	32009567, 9885802832		
Permanent Address	SUSHEELA ANAND RESIDENCY G.3. SHIVANAYAR, ATTAUR, HYD.		

Ranks 10

Education

Degree (PG)	B'COM.		
Name of college	GOVT DEGREE COLLEGE,		
Location	KHAIRATABAD		
Course type	☒ Regular Course ☐ Correspondence Course		
Year of completion	1987	Medium of Instruction	ENGLISH ✓
Percentage marks	41% ✓	Category	SC/ST/BC/Open

Degree			
Name of college			
Location			
Course type	☐ Regular course ☐ Correspondence Course		
Year of completion		Medium of Instruction	
Percentage marks			

Name of Inter/ Jr. College	NAMPALLY JONOUR COLLEGE		
Location	NAMPALLY		
Year	1984-85	Medium of Instruction	ENGLISH.

Name of school	ROCK MEMORIAL HIGH SCHOOL,		
Location	A.C. GUARDS		
Year 1982		Medium of Instruction	ENGLISH.

Description of other courses or training	

Computer Skills

MS Office	☐ Good ☒ Average ☐ Poor
MS Word	☐ Good ☒ Average ☐ Poor
MS Excel	☐ Good ☒ Average ☐ Poor
Auto CAD	☐ Good ☐ Average ☐ Poor
Other	

Two Wheeler / Car

Make	2001	KINETIC HONDA	Year	
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Family Details	Name	Age	Occupation	Company
Father	PHILIPS		LATE	
Mother	CECILIA	60	HOUSEMAKER	
Wife / Husband	CHRISTINA	36	HOUSEWIFE	
Brother / Sister	ALEXANDER	46	MANAGER	GAARDIAN MEDIA
Brother / Sister	TRESA	44	P.R.O	SAI KRISHNA HOSPITAL
Brother / Sister				
Son / daughter	SANDRA	10		
Son / daughter	SABRINA	9		
Son / daughter				

Salary Details

Last Drawn Salary	3 LAC. P.A.		
Does the above salary include:	ESI: ☐ Yes ☒ No	PF: ☐ Yes ☒ No	
	Conveyance: ☒ Yes ☐ No	Mobile Allowance: ☐ Yes ☒ No	
Expected Salary	4 LAC. P.A. <i>Signature</i>		

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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