

Please complete all sections in BLOCK LETTERS in your own handwriting

# BIO-DATA

Please affix a recent  
passport size  
photograph

Name: \_\_\_\_\_

(First)

(Middle)

(Last)

Date of Birth: \_\_\_ / \_\_\_ / \_\_\_\_\_

Place of Birth: \_\_\_\_\_

(DD/ MM/ YYYY)

Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PIN: \_\_\_\_\_ Landline: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PIN: \_\_\_\_\_ Landline: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Mobile No.: 1. \_\_\_\_\_ 2. \_\_\_\_\_

Nationality: \_\_\_\_\_ Marital Status: \_\_\_\_\_

If Married, Spouse's Name & Occupation: \_\_\_\_\_

Parent's Name & Occupation: (Father) \_\_\_\_\_

(Mother) \_\_\_\_\_

Details of Dependent's: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

Languages Known:

<b>Speak</b>					
<b>Read</b>					
<b>Write</b>					

**Employment History & Work Experience:**

Particulars	Please Write Most Recent Employment First		
	1 (Latest)	2 (Earlier to Latest)	3 (Before that)
Job Title (Position)			
Location			
Working Period (From - To)			
Gross Salary Drawn			
Name of Organisation			
Address of Organisation			
Contact No. of Organisation			
Name of Immediate Supervisor			
His / Her Designation			
His / Her Contact No.			
Principal Duties/ Responsibilities			
Reason for Leaving Organisation			

**If Given a Chance when can you join us?**

Immediately

After 1 Month

Notice Period if Any \_\_\_\_\_

**Educational Qualifications:**

<b>Sr. No.</b>	<b>Passing Year</b>	<b>Qualification</b>	<b>Stream</b>	<b>Name of School / College / Institute</b>	<b>Board / University / Any Other Certification Institute</b>	<b>Result (%)</b>	<b>Grade</b>
1		S. S. C.					
2		H. S. C.					
3		Diploma					
4		Graduation					
5		Post-Graduation					
6		PG Diploma					
7		Doctorate					
8							
9							
10							

**GENERAL INFORMATION:**

☞ Please describe your STRENGTHS and WEAKNESSES:

STRENGTHS

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WEAKNESSES

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☞ Your Extra-Curricular / Leisure Activities (Hobbies)?

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☞ Any Other Information you may wish to provide:

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**References:**

1. Name Of Person : \_\_\_\_\_

Address : \_\_\_\_\_

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Contact Details : \_\_\_\_\_

Email ID : \_\_\_\_\_

Relationship : \_\_\_\_\_

Occupation : \_\_\_\_\_

2. Name Of Person : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Details : \_\_\_\_\_

Email ID : \_\_\_\_\_

Relationship : \_\_\_\_\_

Occupation : \_\_\_\_\_

**Declaration:**

I hereby declare that all the information given by me is true to the best of my knowledge and any misrepresentation of facts by me in this application will entitle Shree Brahma Samaj Seva Trust, Patan (BSST) to take suitable action, as it may deem fit, including termination of contract of services.

Place : \_\_\_\_\_

Date : \_\_\_ / \_\_\_ / \_\_\_\_\_

Signature

Name: \_\_\_\_\_