

RESUME

I Personal Details

- 1. Name :
- 2. Gender :
- 3. Date of Birth :
- 4. Father's Name :
- 5. Marital Status :
- 6. Permanent Address :
- 7. Contact Address :
- 8. Tel No :
Mobile No :
E Mail Id :
- 9. Post applied for :
- 10. Last Pay drawn :

Recent
passport
size colour
photo

II Academic / Professional Qualification

(a) Tenth standard onwards. (Attach self attested copy of certificates)

Course / Degree and no. of years	Institute/ University / College	Year of passing	Regular / Distance education	% of marks	Subjects specialized	Achievements, if any

(b) Diplomas, if any.

(Attach self attested copy of certificates)

Course / Degree and no. of years	Institute/ University / College	Year of passing	Regular / Distance education	% of marks	Subjects specialized	Achievements, if any

III Experience

(Attach self attested copies of experience certificates in chronological order . Enclose a separate sheet, duly authenticated by your signature, if space is insufficient)

Organisation / Institute / Office	Post held	Period		No. of years and months	Description of duties	Remarks
		From	To			

IV Other Details : Additional/ information/ specific professional achievement/ contribution

V Please state why you want to take up this role and are suitable for the post in 100 words.

(Signature of the candidate)

Date :