

PERSONAL INFORMATION

Personal Details*



Self-Information

Recent

Passport

Light / Dark Background

Current Organization		Date of Joining (DD-MM-YYYY)	
Title (Ms. , Mr. , Dr.)		Date of Birth (DD-MM-YYYY)	
First Name		Gender	
Middle Name		Blood Group	
Last Name		Marital Status	
Father's Name		Mother's Name	
Date of Marriage (DD-MM - YYYY)		Hometown	
email id (Official)		email id (Personal)	
Mobile (Official)		Mobile (Personal)	
Linkedin (URL/Handle)		Twitter (URL/Handle)	
Facebook (URL/Handle)		Skype ID	
Previously involved in Civil (Personal) Cases (Yes / No)		Previously involved in Criminal (Personal) Cases (Yes / No)	
Currently involved in Civil (Personal) Cases (Yes / No)		Currently involved in Criminal (Personal) Cases (Yes / No)	

Identification Details

(For each column (PAN, UAN etc , please fill in details as indicated on the document.)

Details	PAN	Passport	Driving Licence	Aadhar	Voter ID	UAN (for PF)
Document Number						
Holder's Name on Document						
Issue Date (DD-MM-YYYY)						
Expiry Date (DD-MM-YYYY)						
Country of Issue						
State of Issue						
City of Issue						
Copy of Document (PDF / JPEG)						

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Contact Details*



Residence Details

Current / Local Address			Permanent Address		
Address Line 1			Address Line 1		
Address Line 2			Address Line 2		
Landmark			Landmark		
City			City		
State			State		
Country			Country		
Pin Code			Pin Code		
Contact Number			Contact Number		

Qualification Details*



Qualification	Degree & Specialisation	Institute/Board /University	Year of Passing	Certificate Number	% / CGPA	Copy of Document (PDF / JPEG)
Post Graduation						
Graduation						
Class XII						
Class X						
----- Others -----						

Language Details*



Sl. No.	Language	Proficiency (Beginner / Moderate / Expert)	Read (Please Indicate Y / N)	Write (Please Indicate Y / N)	Speak (Please Indicate Y / N)
1.					
2.					
3.					
4.					
5.					

Experience Details*



Career Progression

(Chronologically starting with Organisation you last served in and its BUs | In the absence of Relieving Letter / Acceptance of Resignation, please attach a scanned copy of your resignation letter)

Sl. No.	Name of Organisation	Major Responsibilities Handled	From (dd-month-yyyy)	To (dd-month-yyyy)	Designation	CTC Fixed / Var. (INR lacs p.a.)	Reporting Manager	Relieving Letter (PDF / JPEG)
1.								
2.								
3.								
4.								
5.								

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6.								
7.								

Sr. No.	Particulars	Details
1.	Annual Current CTC	
2.	Annual Expected CTC	
3.	Joining Time Required	

References

Sl. No.	Referee Name	Current Organization	Current Role / Designation	Mobile	eMail	Your Relationship (How do you know the individual ?)
1.						
2.						

Additional Activities and Involvements

(NGOs, Family Business /Own Business / Partnerships, Directorship, Political Associations, Multi-Level-Marketing, Freelance Assignments etc.)

Sl. No.	Name of Organisation / Set-up	Period of Association	Role / Designation	Consideration (Remunerative or Non-Remunerative)	Nature of Business
1.					
2.					
3.					
4.					