**PRESIDENCY UNIVERSITY APPLICATION FORM**

(The applicant to fill in writing or type)

POST APPLIED FOR:

Name: Dr. / Mr./Mrs./Ms.

|  |  |
| --- | --- |
| Address for communication | Permanent address |
| Telephone no. | Telephone no. |

Contact Telephone No : Emergency Contact:

Marital Status: Married Single

Date of birth: / / Age:

Nationality: Religion:

Caste : Sub Caste:

|  |  |  |  |
| --- | --- | --- | --- |
| Languages Known | To Speak | To Read | To Write |
|  |  |  |  |
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|  |  |  |  |

Accommodation Own Rental

Educational Qualification (From School Level to College / Correspondence Courses)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Qualification | Name of the Institution and Place | Year ofPassing | Subjects | Grades/GPA/ Average % of Marks |
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Details of Training Programmes Attended

|  |  |  |  |
| --- | --- | --- | --- |
| From | To | Name of Institution | Brief Details of Training |
|  |  |  |  |
|  |  |  |  |
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Employment Record:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Employer’s Name | Designation | From Date | To Date | Reason forLeaving | GrossSalary |
|  |  |  |  |  |  |
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**Present Employment:**

Details of Emoluments

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Basic | DA | HRA | CCA | Conveyance | Other Allowances |
|  |  |  |  |  |  |

Other Perks

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Medical | LTA | Superannuation | Bonus / Exgratia | Any otherBenefits |
|  |  |  |  |  |

Gross Salary Expected :

If Selected, Expected Date of Joining :

Are You Under A Contract :

Family Particulars

|  |  |  |  |
| --- | --- | --- | --- |
| Relationship | Name | Age | Occupation / Company |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |

References:- (Not Related to you, but who knows you professionally)

1. Name :

 Occupation :

 Address & Contact Details:

2. Name :

 Occupation :

 Address & Contact Details:

May we make a reference to your : Present / Previous Employer

Any relative working in our group of companies, if so please give details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of Relative | Company | Designation | Age | Relationship |
|   |   |   |   |   |
|   |   |   |   |   |

D E C L A R A T I O N

I, \_\_\_\_\_\_\_\_\_\_\_\_ hereby declare that the information furnished above in this resume are true and correct.

What in your opinion is your most significant achievement?

What are your career plans and expectations for the next five years? How do you plan to achieve them?

Signature of the candidate