

27/859, Amarjyoti CHS Ltd, Tagore Nagar, Vikhroli (East), MUMBAI 400083

JOB APPLICATION

For Office use only:

Date of Joining	[]	[]	[]	[]	[]	[]	[]
	D	D	M	M	Y	Y	Y
Date of review	[]	[]	[]	[]	[]	[]	[]
	D	D	M	M	Y	Y	Y
Date of leaving	[]	[]	[]	[]	[]	[]	[]
	D	D	M	M	Y	Y	Y
Reason for leaving:							

Affix recent
Passport Size
Photograph

Fill up all information completely, in your own handwriting. Use words 'Yes' or 'No' whenever applicable or just tick wherever necessary. Enclose copies of certificates including residential proof and age proof. Don't leave any point blank. If it is not applicable, write "N.A.". Name as per Aadhar Card is MUST.

Assignment/Position: _____ Date: _____

Name as per Aadhar Card: _____
 (in capital letters) (Surname) (Name) (Father / Husband's name)

Marital Status: ☐ Single ☐ Married ☐ Widowed ☐ Divorced

Number of children: PAN

Aadhar

PF UAN

ESIC No

Bank Details:

Type of Account: ☐ S.B.Account ☐ Current Account

Name of Bank: _____ Branch: _____

Account No: _____ IFSC Code

Present address _____ _____ _____ _____ City _____ Pin _____ Telephone No: _____ Mobile No: _____ e-mail: _____	Permenant address _____ _____ _____ _____ City _____ Pin _____ Telephone No: _____ Mobile No: _____ e-mail: _____
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Birth details ➡ Date: _____ Place: _____ Time: _____ am/pm Age _____ Yrs.
(DD/MM/YYYY)

Sex: ☐ Male ☐ Female Height: _____ Weight: _____

Nationality: _____ Religion: _____ Caste: _____ Blood Group: _____

Languages known:

	Read	Write	Speak
English			
Hindi			

	Read	Write	Speak
Marathi			
Other			

Do you have any relative / friend now working for our organization? ☐ Yes ☐ No

If yes, name & designation: _____

Are you presently unemployed? ☐ Yes ☐ No

What remuneration do you expect? Rs _____ Cost to Company

OR Rs _____ Carry home

Is this expectation negotiable? ☐ Yes ☐ No

Your present monthly remuneration: Rs _____ Cost to Company

Other benefits: _____

Who referred you to us? _____

Have you been previously interviewed by us? When? _____

If selected, when you can join us? _____

Have you had a major illness / operation in the last ten years? ☐ Yes ☐ No

If yes, give details: _____

Do you own ... ☐ Car ☐ House
☐ Motor Cycle ☐ Mobile

Do you have any objection in working in shifts? ☐ Yes ☐ No

Do you have any objection in working on holidays? ☐ Yes ☐ No



Family details:

Relationship	Name	DOB	Occupation	Income p.m.
Father				
Mother				
Brother/s				
Sister/s				
Wife / Husband				
Children				

Educational Qualification (starting from highest)

Certificate / Degree / Diploma obtained	Result in percentage	Period		Specialization	School / College / University
		From	To		

Other Technical Qualification / Training undergone.

Certificate / Degree / Diploma obtained	Result in percentage	Period		Specialization	School / College / University
		From	To		



Employment history: (Start with current or last job held. Use additional sheet, if necessary)

Total Experience in Years						
Name & address of the firm	Period		Salary		Reason for leaving	Responsibility / Nature of work
	From	To	Joining	Leaving		

References:

Name and address	Official designation	Capacity in which he knows you	Mobile / Telephone numbers

Would you have any objection, if we refer to your previous employers / references?

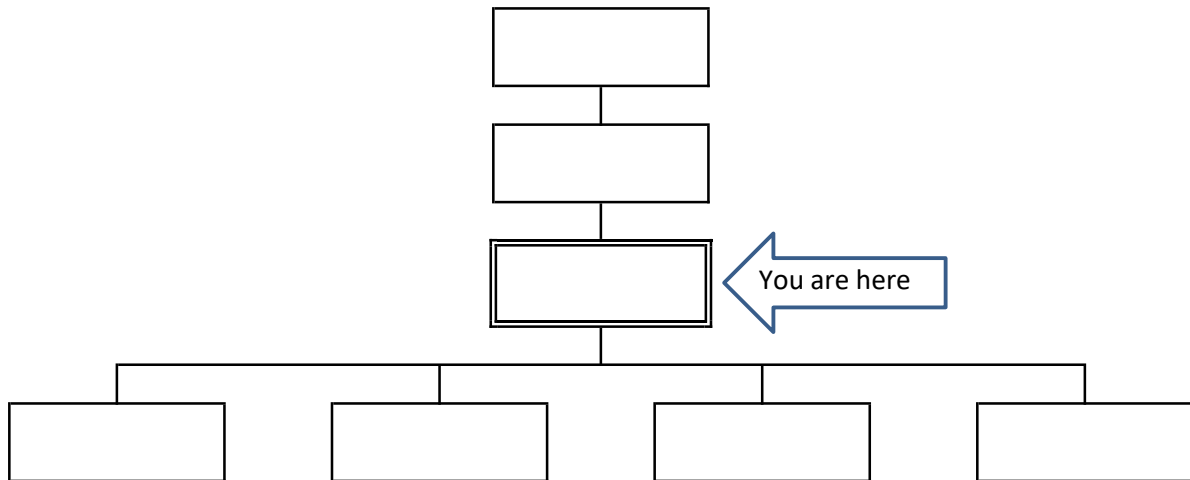
(only after selection)

☐ Yes

☐ No



Your position in present organization structure (attach separate sheet, if necessary):



Describe few of your contributions to your present organization:

How do you feel, you can add value to the business of our organization?
Why do you feel, you are the best suitable candidate for this position?

OR

Do you have any contract / bond with your present employer?

☐ Yes

☐ No

If yes, how do you propose to deal with it?

Are you engaged in any kind of private business / part-time job?

☐ Yes

☐ No

If yes, give the details

What are your strengths and weaknesses?

Strengths

Weaknesses



Extra curriculum activities: _____

What is your ambition in the life? _____

Hou do you think, you will fulfill it? _____

Other interests / hobbies / sports? _____

Have you ever convicted under any law? ☐ Yes ☐ No

If yes, provide details _____

Have you own any award? If so, please give us details.

Any other information, you may wish to add in support of your candidature.

I certify that, the above information given by me is true to the best of my knowledge and belief.

I hereby authorize Effective Management Consultants and its representative to verify the information provided in my application for assignment and/or any other document, and to conduct enquiries as may be necessary at Effective Management Consultant or its representative's discretion. I authorize all persons who may have information relevant to this enquiry to disclose it to Effective Management Consultants or its representative. I also fully authorize (without any condition), the management of the Effective Management Consultants and their representatives to disclose/share my AADHAR, PAN Card information to various organizations including but not limited to PF, ESIC etc., wherever necessary.

I release all persons from liability on account of such disclosure.

This authorization and release, in original, faxed, photocopied form or e-mail transmission, shall be valid for this and any future reference. I confirm that the above information is correct to the best of my knowledge.

Date:

Place:

Signature of the applicant