

## ANNEXURE-B

NAME OF THE POST APPLIED:

1. Full Name:
2. Nationality (attach a copy of evidence):
3. Complete Permanent Address (attach a copy of evidence):
4. Current Address:
5. Telephone/ Cell No.:
6. Email Address:
7. Date of Birth:
8. Current Designation (if any):
9. Current Employer's Full Address with contact email and phone number (if any):
10. Educational qualification (attach a copies of evidences):
11. Marital Status:

Paste recent  
self-attested  
passport  
photo

Sr. No.	Examination	Specialization/stream	Year of Passing	Name of School/College	Name of Board/University	Class/Percentage of marks obtained
1.	HSLC/Class-X					
2.	HSLC/Class-XII					
3.	Graduation					
4.	Post-Graduation					

## 12. Training details relevant to the position applied (attach the copy of evidence):

Sr. No.	Training Field	Period of Training
1.		
2.		
3.		

13. Language known:
14. Computer proficiency:
15. Employment Record (starting from the latest):

Years of experience (Provide certificates)	Total:	____ Years ____ Months
	Relevant to Post	____ Years ____ Months

From[Month/Year]: _____ To[Month/Year]: _____	
Employer	:
Position held	:
Duties performed	{Describe in brief the works handled/duties performed that Best Illustrate the Capability to handle the proposed tasks as per Job Description for the said post}

From[Month/Year]: _____ To[Month/Year]: _____	
Employer	:
Position held	:
Duties performed	{{Describe in brief the works handled/duties performed that Best Illustrate the Capability to handle the proposed tasks as per Job Description for the said post}}

Add boxes as required

16. Works/ Activities undertaken the best illustrates the experiences in similar position(s) applied for (clearly showing role played, duration of input, complexity of work undertaken, and core competencies)

Name of assignment or project:	
Year:	
Employer:	
Main features of the project:	
Positions held:	
Activities performed:	

Add boxes as required

17. References: Mention any two references with their complete address and contact numbers.  
 18. Do you have any corruption or criminal charges pending against you (if yes, furnish Details).  
 19. Have you ever been arrested, indicted or summoned into court as defendant in a criminal proceeding or convicted, fined or imprisoned for violation of any law (if yes Furnish details).  
 20. Have you ever been discharged or forced to resign from any position (if yes, furnish details)

**21. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes my qualifications, my experience, and myself. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of Applicant] \_\_\_\_\_ Date: \_\_\_\_\_  
 (Day/Month/Year)

Attach self-attested copies of certificates/testimonials