

QUESTIONNAIRE

POST APPLIED FOR

(All information given will be treated in confidence. In your own interest answer all questions carefully. Original supporting certificates will be required at the time of your interview. Our clients expect to you to join after proper relieving and that record need to be submitted.)

PERSONAL DATA

Name in block letters

Date of Birth Age Yrs.

Height Weight

Place of Birth

Martial Status : Single / Married

If Married : No. & Age of Children

Occupation of Spouse

Father's name & Occupation

Address for correspondence
Telephone

Permanent Address
Telephone

Further Training attended (including technical & professional)

Name and place of the institution	Nature of Training	Period From	To

Hobbies

1	3
2	4

Working Experience (starting with your first job.)

TOTAL EXPERIENCE in Years:											
From			To			No. of Years	Name of Organisation	Designation	Reporting to	Gross Monthly Salary	Reason for leaving

Indicate breakup of last monthly salary drawn in ₹ : PI change the details as required.

BASIC:
HRA:
Allowances etc.
EPF
BONUS
Performance Incentive.
TOTAL: _____

Additional Information

State what you expect by way of salary and benefits (Gross Cost To Company)

Period of notice required if appointed _____ days

State here about yourself, giving any information which may be helpful while considering your application, for example your long term plans, what affects your attitude to work and what influenced you to make this application (attach separate sheet if required).

State name, address and phone nos. of two people whom know you for the last five years. (They will be contacted, if necessary)

Date _____

Signature _____