

**Metallizing Equipment Co. Pvt. Ltd.,**

E-101, M.I.A., Basni Phase-II,  
JODHPUR (RAJ.) – 342 005, INDIA.

Affix your  
Photograph  
Here.

Position Applied for:	Ref:
Location:	Date:

**A. PERSONAL DETAILS:**

Full Name in Block Letters	Cell #
FIRST NAME      MIDDLE      SURNAME	

Educational Qualifications:

Father's Name:

Permanent Address	Present Address	Date of Birth	Age	
		Blood Group	Sex	
		Marital Status	Height	
		Religion	Weight	
		Caste	Eyesight	
		Nominee & Relationship		
Phone:	Phone:			

**FAMILY BACKGROUND**

(Parents, brothers, sisters, children etc.)

Sl. No.	Names	Age	Relation	Education/Qualification	Occupation	Whether dependent On you

Languages known: Spoken  
Read  
Write

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Membership of Professional Organization/Social Institution

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Hobbies, Interest & Achievements

## EDUCATION & TRAINING

### (i) Education

	Name of School/College, and Board / University	Examination Passed	Year of Passing	% of Marks	Main Subject:
School Level					
H.S.C. Level					
Graduation/ Diploma					
P.G./Diploma					
Professional Or Technical Courses					

### (ii) Projects undertaken, if any:

Topic of Project	Type of Project/ Agency	Place of Project	Period of Project

### (iii) Training undertaken, if any:

Topic of Training	Type of Training/Agency	Place of Training	Period of Trg.

### (iv) Computer Exposure:

Particulars			
Language			
Operating System			
Software			

Mention Scholarship, Awards won etc.	Participation in short duration courses; Seminars, Training.
Previous History & any Case Registered in Police Station etc.	

**B. WORK EXPERIENCE**

Duration		Name & Address of Employer	Designation & Nature of your duties	Gross salary Per Annum	Reasons for leaving
From	To				

**C. PRESENT EMPLOYMENT**

\_\_\_\_\_

Name and Address of Employer: \_\_\_\_\_

\_\_\_\_\_ Phone # \_\_\_\_\_

Nature of Business \_\_\_\_\_

Annual Turnover \_\_\_\_\_

Date of Joining \_\_\_\_\_ Position on joining \_\_\_\_\_

Present position \_\_\_\_\_ w.e.f. \_\_\_\_\_

Reporting to \_\_\_\_\_ Persons reporting to you \_\_\_\_\_

Key Job Responsibilities

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Present Gross Emoluments:

Expected Salary (CTC) :

Additional information, if any.

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**D. REFERENCE:**

1.	2.
Cell #	Cell #

I hereby declare that the particulars given by me are true and correct.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Remarks of Interviewer

Appointed / Rejected