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**TOSHNIWAL ENTERPRISES
CONTROLS PRIVATE LIMITED**

PLEASE AFFIX
A PASSPORT SIZE
PHOTOGRAPH
HERE

NAME : _____

AGE AS ON (31.03.2007) : _____ YEAR _____ MONTH _____ DAY _____

FATHER'S NAME : _____ AGE _____

OCCUPATION : _____

MOTHER'S NAME : _____ AGE _____

OCCUPATION : _____

WIFE'S NAME : _____

OCCUPATION : _____

BROTHER / SISTERS : 1) _____ 2) _____ 3) _____

OCCUPATION : _____

KIDS : _____ 1) _____ 2) _____ 3) _____ 4) _____

STANDARD : _____

RESIDENTIAL ADDRESS (WITH PROOF) : _____

_____ POLICE STATION _____

PERMANENT ADDRESS (WITH PROOF) _____

_____ POLICE STATION _____

MOBILE NO (OWN) _____ COMPANY PROVIDED _____

You will not use your personal Number for Company works. if used Number will have to be Surrendered to Company on living the job.

E-mail id (PERSONAL) : _____ (COMPANY) _____

PASSPORT (Place of Issue) _____ (Issue Date) _____ (Valid Date) _____
Yes / No

DRIVING LICENCE (Place of Issue) _____ (Issue Date) _____ (Valid Date) _____
Yes / No

BEST FRIEND'S NAME : _____

ADDRESS : _____

MOBILE NO : _____ RESIDENCE PHONE NO : _____

M E D I C A L

BLOOD GROUP : _____

MEDICAL HISTORY : _____

FAMILY MEDICAL HISTORY : _____

DEPENDANT : _____

INSURANCE DETAILS (If any) _____

PROFESSIONAL QUALIFICATION

EDUCATIONAL QUALIFICATION : _____

INSTITUTES : _____

1) _____ YEAR : _____ MARKS : _____

2) _____ YEAR : _____ MARKS : _____

3) _____ YEAR : _____ MARKS : _____

4) _____ YEAR : _____ MARKS : _____

PROFESSIONAL TRAINING : _____

1) _____

2) _____

3) _____

4) _____

Are you a teetotaller Yes / No

Do you smoke? Yes / No

Have you been involved personally in any legal / criminal proceedings? Yes / No
If Yes
Please give Details

Have you any objections to our making enquiries from your previous employers Yes / No

Have you ever been interviewed by us before Yes / No

If "yes" when

POST

I certify that statements made by me in answer to the forgoing columns of all pages and questions are complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made here in the application from or other documents requested by TECPL Group renders me liable to termination or dismissal without notice.

Place _____ Date _____ Name _____ Signature _____

REFERENCES (NOT RELATED TO YOU, WHO KNOW YOU PREFERABLY FROM YOUR PRESENT/ PAST EMPLOYMENT)

1.
NAME : _____

ADDRESS : _____

OCCUPATION : _____ TELE OFF. : _____ RESI. : _____ MOBILE : _____

2.
NAME : _____

ADDRESS : _____

OCCUPATION : _____ TELE OFF. : _____ RESI. : _____ MOBILE : _____

FOR OFFICE USE ONLY

INITIAL INTERVIEW NOTES : INTERVIEWD BY _____ ON _____

CHECH LIST	SCALE (0-10)				REMARKS
QUALIFICATION					
COMMUNICATION SKILL					
JOB KNOWLEDGE					
FAMILY BACKGROUND					
PERSONALITY					
LEVEL OF CONFIDENCE					
ADAPTABILITY					
INTELLIGENCE					
RELIABILITY					
AMBITION					
ENTHUSIASM					
WORKING WITH OTHERS					
WHETHER TEMPERAMENTALLY SUITES TO WORK WITH US					
POTENTIAL FOR GROWTH					
SIGNATURE					

RESULT OF PRELIMINARY INTERVIEW _____ SELECTED/ REFERRED TO DIRECTOR FOR APPROVAL/ REJECTED
 POSITION OFFERED _____ GROSS COMPENSATION (COST TO THE COMPANY) _____
 EXPECTED JOINING DATE _____ ANY OTHER REMARKS _____
 DATE _____

RESULT OF FINAL INTERVIEW/ DIRECTOR'S
COMMENT

BREAK UP OF COMPENSATION :

- | | |
|----|-----|
| 1. | 8. |
| 2. | 9. |
| 3. | 10. |
| 4. | 11. |
| 5. | 12. |
| 6. | 13. |
| 7. | 14. |

LETTER OFFER ISSUED ON _____

JOIN ON _____

CEO's
VERSION

