



APPLICATION FOR EMPLOYMENT

INSTRUCTIONS

1. In order to evaluate your application properly, it is essential to write all information carefully with all details asked.
2. If you need more space for your answers, attach separate sheets of papers & feel free to add any additional information which will help us placing you where you are best suited.
3. Please provide all correct details; providing false information is an offence.

DATE : _____

- Advertisement in : _____
- Referred by : _____
- A Call from HR Dept. _____
- Walk-in _____

Position applied for _____ Dept. _____

Are you ready to relocate in any part of India for Industrial Projects: Yes / No

Name _____

First Name	Middle Name	Last Name
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Local Address	Permanent Address
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Telephone Nos. _____

CENTRE POINT _____

Email Id: _____

Permanent Account Number (PAN): _____

Bank Account Number: (only for Axis Bank Ac Holder) _____

Adhaar Card Number: _____

- Have you worked for Sidcon Group before? Yes / No

If yes, please give details as below: worked from _____ to _____

Designation _____ Salary pm _____

- Do you know any person working for us? Yes / No

If yes, please give his /her details as below: Relation with him _____

Name: _____ Designation _____

- Give two references with details below. They should not be your relatives or previous employer, from whom we can seek reference.

Name _____
Company _____
Designation _____
Address & Contact No. _____

Name _____
Company _____
Designation _____
Address & Contact No. _____

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LIST OF DOCUMENTS ATTACHED:

- | | |
|---|---|
| <input type="checkbox"/> SSC /10 th Certificate | <input type="checkbox"/> Salary Slip or Certificate / Appointment Letter |
| <input type="checkbox"/> HSC / 12 th Certificate | <input type="checkbox"/> Identity Proof (PAN/Voter's ID/Driving License/Passport) |
| <input type="checkbox"/> Bachelor Degree Certificate | <input type="checkbox"/> Address Proof (Ration Card, MSEB Bill, Voter's ID) |
| <input type="checkbox"/> Master Degree Certificate | <input type="checkbox"/> Other technical certificates |

PERSONAL DATA

Date of Birth : _____ Age: _____ Yrs Place of Birth: _____
 Nationality : _____ Religion: _____ Caste: _____
 Marital Status : Single / Married / Other No of kids : _____
 Gender : Male / Female Dependents (No): _____ Blood Group : _____

Have you had any illness the past, which might affect you in the future? Yes / No
 If so, please give details _____

Language Proficiency

Language	Read- Write- Speak	Read & Speak	Speak / Understand Only
English			
Hindi			
Marathi			

EDUCATIONAL PARTICULARS:

Education	Board / University	Exam Passed Eg BE Civil, B.Com etc	Year of Joining	Year of Passing	Marks / Class
SSC /10 th					
HSC /12 th					
Graduation					
PG / Masters					

TECHNICAL / OTHER QUALIFICATIONS:

Education / Tech Course	Board / University	Exam Passed Eg ITI, NICMAR etc	Year of Joining	Year of Passing	Marks / Class



FAMILY DETAILS

Name of Nominee

Surname	First Name	Fathers /Husbands name	Age
Relationship _____ Occupation _____			
Residential address & Contact Nos. _____			

EMPLOYMENT HISTORY: -

Give brief description of positions held and duties performed. Begin with the most recent one and account for all periods of unemployment.

Total Yrs of Experience: _____ yrs

Sr. No.	Company Name / Location	Designation	Salary at joining	Salary at leaving	Date of Joining	Date of Leaving	Reason for Leaving
1.							
2.							
3.							
4.							
5.							

Professional Achievements, if any: _____

Name	Relation	Education	Profession	Age	Other remarks

Salary Expected Rs. _____ Per Month / Per Annum (CTC)

I hereby certify that all the information submitted in this form is true to best of my knowledge

Place _____ **Date** _____ **Signature of Applicant** _____