

BGR ENERGY SYSTEMS LIMITED

APPLICATION FOR EMPLOYMENT

(Please fill in your own handwriting)

Type of work desired					If selected, joining time required								
Name in full (in capitals)													
Father's / Husband's Name													
Present Address				Permanent Address				Contact Numbers					
								Res					
								Mobile					
								Office					
								E-mail					
Have you every sought employment with this Company? If so, when? Give details													
PERSONAL DETAILS													
Age	Date of Birth			Place of Birth									
	Day	Month	Year	Affix Here Recent Passport Size Photograph									
Citizenship		Sex								Height (cms)		Weight (Kg)	
		Male	Female										
Mother Tongue		Passport No.								Blood Group			
Are you suffering from any disability or contagious illness? If yes, give details.													
Marital Status (state Single or Married)													
If Married, state	Date of Marriage												
	Is your wife / husband employed												
	Her / his monthly salary (Rs)												
	Details of dependent children												
	Sons		Nos.		Age (Years)								
	Daughters		Nos.		Age (Years)								
Details of parents and family members :													
Name			Relationship		Age		Profession						
Family Background													
Brothers	Nos.		Age (Years)										
Sisters	Nos.		Age (Years)										

EDUCATIONAL / PROFESSIONAL QUALIFICATION					
Qualifying Exam	Year of Passing	Name of the School / College or Institution	Medium of Instruction	Class/Division / % of Marks obtained	Subject of Study

Languages known (specify Yes / No)			
Language	Speak	Read	Write

Membership of Professional Organisation / Association, if any		
S/N	Name of Organisation	Membership No.

Extra curricular activities

WORK EXPERIENCE (START WITH PRESENT EMPLOYMENT)							
Period of Service			Designation, Name and Address of the Organisation	Brief Description of job, functions and responsibilities (please attach separate sheet if necessary)	Total Salary		Reason for Leaving
From	To	No of Yrs			Start	Last Drawn	
Record below industries, equipment or operation which you are familiar and / or specialised (please attach separate sheet, if necessary)							
Specify area in which you consider yourself most proficient? (please attach separate sheet, if necessary)							
Reference: (Give names of employer and others who you know well)							
S/N	Name	Address & Phone Number		Occupation	How long you are known to him		
1							
2							
Have you ever been a member of any trade union / political party / organisation? If so, please furnish details.							

Have you ever been convicted by a Court of Law for an offence? If so, please furnish details.

Specify acquaintances connected with the company and its group companies

S/N	Name	Relationship, if any
1		
2		
3		

SALARY DETAILS

Item	Present Remuneration *	Recommended Remarks (for official use)	Remarks (For Official Use)
(A) MONTHLY BENEFITS			Personnel Department
Basic			
DA			Ref. by:
HRA			
Conveyance			Designation
			Gross salary per month:
Monthly Salary			
ANNUAL BENEFITS			
(B) ANNUAL BENEFITS (Calculated per month)			G.M. / V.P.
Gross Salary per month (Cost to the Company) (A+B)			President / Director
Expected Gross Salary per month			
* Please enclose latest salary slip		P.F. Account No.	
I declare that the information / particulars hereinabove furnished by me are true and correct, to the best of my knowledge and belief and it conceals no material fact. I further declare that any errors or suppression of facts in respect of matters stated above shall make me liable for dismissal from service.			
Date		Place	Signature