

BIO-DATA

1. (A) NAME OF THE INSTITUTE :
(B) DISCIPLINE : FINANCE/ ACCOUNTS
2. MANAGEMENT TRAINEE : FINANCE
3. NAME OF APPLICANT (IN BLOCK LETTER) :
4. MARITAL STATE :
5. DATE OF BIRTH (IN FIGURE)
DATE OF BIRTH (IN WORDS) ATTACH MATRICULATION CERTIFICATE)
6. PRESENT ADDRESS (WITH PIN CODE)
(WHERE APPOINTMENT TO BE SENT :

- 7 TELEPHONE No. : MOBILE No. :
8. E-MAIL ADDRESS :
10. FAX No.(IF ANY) :
11. PERMANENT ADDRESS (WITH PIN CODE) :

12. TELEPHONE No. : MOBILE No. :
13. RELIGION :
14. CASTE – GENL./SC/ST/OBC(NON-CREAMY LAYER) /PH :
ENCLOSE CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY

**Affix Passportsize
Photograph
(attested by
TPO / HOD
&
Another photograph
should be stapled**

15 . Educational Qualification :

Name of the Course	Name of the University	Year of Passing	Percentage of Marks*
Matriculation / SSC			
Graduation			
Post-graduation			

*In case of **SPI/SPA/CGPA/CPI**, equivalent % of marks should be mentioned and in support of the documentary evidence from the University / Institute should be enclosed.

ICWA Details	Name of the Subject	Marks	Month & Year of Passing
INTER			
Group Total			
FINAL			
Group Total			

Declaration :

I, _____ hereby declare that the information as furnished above is correct to be best of my knowledge and belief. If any of the information as furnished above is found to be incorrect, my candidature for the post applied is liable to be cancelled.

Date _____

Signature of the candidate

List of Enclosures :

- 1.** Certificate in support of date of birth.
- 2** Caste/PH certificate (complete address of the issuing Authority should be mentioned) .
- 3** Certificate of educational / professional qualification along with mark-sheets of all the years, date of publication of the result & percentage of marks(in case of marks is CGPA/SGPA, the same may be converted into percentage duly certified by the Instt./University
- 4.** Certificate in support of extra curricular activities at National/International level/NCC.