

# Employee Personal Profile Form

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## 1.1 PERSONAL PROFILE

Name:	Gender: Male/ Female
Fathers Name:	Date of Birth:
Identity Mark:	Blood Group:
Present Address:	Permanent Address:
Contact No.:	Email Id:

## 1.2 FAMILY BACKGROUND

Relation	Name	DOB	Occupation	Contact No.
Father				
Mother				
Brother/s				
Sister/s				
Spouse				
Children If any				

## 1.3 ANY MEDICAL HISTORY IN PAST

## 2.1 ACADEMIC BACKGROUND (Start from 10th Standard)

S.N.	School/ College/ University	Exam/Degree/ Diploma	Major Subjects	Year Of Passing	% of Marks

## 2.2 EXTRA CURRICULAR (Hobbies, Interests, Scholarships, Prizes etc)

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**3.1 WORK EXPERIENCE (Starting with first job)**

Month & Year	Employer's Name & Location	Designation	Reason for leaving	Salary

**3.2 CURRENT JOB RESPONSIBILITIES**

**3.4 SIGNIFICANT CONTRIBUTIONS MADE BY YOU IN YOUR PRESENT/PAST JOBS.**

**4. CAREER GOALS**

**5.1 REFERENCES (Other than Relatives & Friends – Names, Address & Phone Nos.)**

S. No.	Name	Designation	Company Name	Contact No.

**5.2 Are any of your relatives employed in our group of companies? If yes, please give details:**

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**6. DECLARATION (Please read before signing):**

*I hereby declare that all the information mentioned herein is true to the best of my knowledge and that misrepresentation made by me in this application will render me liable for dismissal from service at any time.*

Date

Signature