

Curriculum Vitae (CV)

1. Proposed Position : _____

2. Name : _____

3. Father's Name : _____

4. Address :

a) Permanent : _____

b) Present : _____

5. Telephone / Mobile / e-mail : _____

6. Date of Birth _____ Nationality : _____

7. **Education** : (from Graduation to Professional Qualification)

Sl. No.	Level Exam	Board / Institution	Year of Passing	% of marks obtained	Remarks

8. Caste : _____

9. Membership of Professional Associations (if any) : _____

10. **Other Training** (Indicate significant training since degrees under 5 – Education were obtained) :

11. Work experience / Employment Record (Starting with present position, list in reverse order every employment held since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held):

From (Year) : _____ to (Year) : _____

Employer : _____

Positions held : _____

Responsibility handled : _____

12. Languages (For each language indicate proficiency, good, fair, or poor in speaking, reading, and writing): _____

13. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

(Among the assignments in which the incumbent has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position)

Name of assignment or Project : _____

Year : _____

Location : _____

Client : _____

Main project features : _____

Positions held : _____

Activities performed : _____

14. Certification :

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to may disqualification or dismissal, if engaged.

(Signature) : _____

Date : _____
DD/MM/YY