



STEEL STRIPS GROUP
 SCO 49-50, SECTOR-26,
 MADHYA MARG,
 CHANDIGARH

Affix recent
 passport size
 photograph

BIO-DATA

Post Applied for

Name (First Name)..... (Last Name)

Father's/Husband's Name

Current Address

.....

Permanent Address

Mobile No.

Landline

Email Address

Date of Birth /

Age Years Months

Gender Male Female Transgender

Marital Status Married Unmarried

No. of Children.....Male.....Female.....

ACADEMIC RECORD (In chronological order, starting from the 10th, 12th, Graduation, Post Graduation should be clearly mentioned)

Degree	University/Institute	From	To	Percentage/Grade /CGPA	Specialization

Specify – Membership of Professional Association, Short term course, Thesis & Publication, if any

Languages Known & Proficiency

1. Speak Read Write
2. Speak Read Write
3. Speak Read Write

EMPLOYMENT DETAILS *(In chronological order, starting from the first employment ending with the last any break in service should be clearly mentioned)*

Period of Service		Employer's Name & Address	Designation & Nature of Duties in Brief	Annual Compensation		Reason for Leaving
From	To			At the time of Joining	At the time of Leaving	

Present Remuneration Details *(specify annual compensation)*

Benefits & Requisites *(With respect to current employment)*

Leave Travel	Medical Facilities	Club Membership	Annual Bonus	Any Others

Retirement Benefits *(With respect to current employment) :*

Provident Fund	Family Pension	Insurance	Gratuity	Others

Reference Details *(Specify names of any two persons (not related to you) to whom reference can be made)*

Sr. No.	Name	Designation and Company	Address & Contact Detail

Other Information

● Do you belong to SC/ST/OBC? Yes No

● Have you suffered from any major illness/operation in last 5 years ? Yes No
If Yes, give details

● Do you smoke ? Yes No

● Have you ever been criminally prosecuted, If yes give details. Yes No

● Do you have any contract/bond with your present employer ? Yes No
If yes, give details

● Are you related to any employees of Steel Strips Group ? Yes No
If yes, please mention his/her particulars.

● Do you have any objections to our making enquiry from your present employer/last employer's Yes No

● Have you appeared for any interview earlier in our company ? Yes No
If yes, Please mention the details.

Expected Compensation

How soon can you join us? What is your notice period?

I.....declare that the information given above is true to the best of my knowledge & belief and nothing has been concealed. I understand that any false or incorrect information furnished above will make me liable to termination of services and other legal action.

Dated..... Signature of the Applicant.....

FOR OFFICE USE ONLY

Name of the Company for which applicant would be suitable:

Remarks of the Interviewer
(specify proposed designation,role and joining location):

Signature of the Interviewer :