



Balmer Lawrie & Co. Ltd.



POST APPLIED FOR : _____

PERSONAL DETAILS

[Do not leave the portion unfilled ; if not applicable, indicate the same]

[Name and Address should be in Block Letters]

Name	[Last]	[First]	[Middle]	
Date of birth	[Day]	[Month]	[Year]	
Husband's Name [in case married women] :				
Present Address [Please specify House No., Road / Lane, City, District, State, Post Office, Pincode] {Please fill up Block Capital Letter}				
Telephone No. with STD Code [Residence]	Telephone No. with STD Code [Office]	Mobile	E-Mail	
Permanent Address [Please specify House No., Road / Lane, City, District, State, Post Office, Pin code] {Please fill up Block Capital Letter}				
Sex	Marital Status	Nationality	Religion	Home Town and State
Whether SC / ST / OBC / PH [kindly mentioned OH / HH / VH and attach attested copy of certificate] / Ex-Serviceman / General, please specify				
If SC / ST / OBC, please specify Sub Caste and attach attested copy of certificate issued by the appropriate authority				
Passport Number	Issued at	Date of issue	Valid upto	

Educational / Professional Qualification [Starting from School Final [Class – X] onwards] {Please fill up Block Capital Letters}
 [If space is insufficient, please attach separate sheet]

Examination	University / Board / Institute [Location]	From	To	Divn. / Grade	Specialization	Special achievement

Work Experience [Starting from present organization] {Please fill up Block Capital Letters}
 [If space is insufficient, please attach separate sheet]

Name of Company and nature of business	Position held	Year of service		Gross Annual Salary	Major responsibilities
		From [MM/YY]	To [MM/YY]		

Details of present Salary and Benefits including Scale of Pay
 [If space is insufficient, please attach separate sheet]

Present Take Home Pay per month	
Remuneration expected per month / annum	
Notice period required, if any	

Language Known

Language	Read	Write	Speak

Details of Summer / Vocational / Project Work / Any other Training Programme undertaken

[If space is insufficient, please attach separate sheet]

Organization	Title of Project / Training	Period

Membership of Professional Organization

Name and Address of Organizations	Type of membership

Extra curricular activities / Hobbies / Sports, etc.

--

Any other information, please specify

--

Balmer Lawrie & Co. Ltd.

Significant achievements, Publications, etc., if any

--

FAMILY DETAILS

[Do not leave the portion unfilled ; if not applicable, indicate the same]

Dependants

Name	Sex	Date of birth	Relation With applicant	Occupation

[a] Whether any relative employed in Balmer Lawrie & Co. Ltd. :

[b] If yes, please give particulars

Name	Designation	Department / Division	Location

REFERENCES

[Please give name, address and telephone numbers [office and residence] of two persons under whom you have worked or have had professional interaction]

Sl.No.	Name	Address	Telephone No.
1			
2			

NOTE : Furnishing of false information in the case of a candidate selected and employed will be treated as a misconduct

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief.

Date :	Signature :
--------	-------------