

Name :
 Age :
 Date of birth :
 Martial Status:
 Languages known:
 Contact Address:
 Phone / Mobile :
 Email :

Academic Background:

Year	Grade/Degree	Major Subject	Institution Name	Marks Obtained	Remarks
	SLC / SEE				
	HSEB / 12 th				
	Under Graduate				
	Post Graduate				
	Any other				

Please explain gaps, if any _____

Work experience:

(Please enter the details chronologically, including any period you did not work.

For school teaching experience, include subjects taught and classes handled in the Job Responsibilities column.)

Name of Organisation	No of years	Designation	Job / Duties	Any other relevant information

A major achievement in your work life preferably in the last 2-3 years. Mention the challenge, your role, the process you followed, roles of other key people if any, the result, and why you consider this an achievement

(use bullet points if possible)

Strengths and Weaknesses:

In the table below, mention your strengths and weaknesses, giving examples as required in the space provided:

S.N	Strengths	Actual Example
1		
2		
Weaknesses		Actual Example
1		
2		

Hobbies / interests:

References:

Any other information you would like to provide: