

CURRICULUM VITAE

(for _____ position)

Please paste a
recent passport-size
photograph

1.	Full name (in CAPITALS)						
2.	Father's name						
3.	Sex						
4.	Date of birth (as per Metric certificate / PAN / Aadhar Cards)						
5.	Marital status						
6.	Address including telephone/ mobile						
7.	E-mail						
8.	Educational and Technical qualifications (starting from last acquired qualification)						
	Name of the Course	Duration of the Course	Years of study		Institution / University	Specialis- ation, if any	Division / Percentage
			From	To			
i.							
ii.							
iii.							
iv.							
v.							
vi.							

9.	Experience details: (fill one table for each employment, starting from the latest)					
a.	Name of the Employer					
	Designation(s) held	Designation	From	To	Gross Salary (P.M.)	Gross Salary (P.A.)
	Job Profile					
	Description of responsibilities					

b.	Name of the Employer					
	Designation(s) held	Designation	From	To	Gross Salary (P.M.)	Gross Salary (P.A.)
	Job Profile					
	Description of responsibilities					

c.	Name of the Employer					
	Designation(s) held	Designation	From	To	Gross Salary (P.M.)	Gross Salary (P.A.)
	Job Profile					
	Description of responsibilities					

d.	Name of the Employer					
	Designation(s) held	Designation	From	To	Gross Salary (P.M.)	Gross Salary (P.A.)
	Job Profile					
	Description of responsibilities					

10.	Please specify Computer Skills including MS Office, other packages			
11.	Professional and other relevant training courses attended, if any			
12.	Languages known	Reading	Writing	Speaking
	English			
	Mother Tongue (Specify)			
	Any other			
13.	References (Name, Address, Telephone/Mobile Numbers, E-mail)			
	i.			
	ii.			
	iii.			

Expected Salary:- per month _____ per annum _____ including allowances _____

Date: _____

Signature: _____

N.B.:- Please DO NOT attach copies of any certificates

We, at ASCI, are committed towards zero tolerance on sexual exploitation & abuse as per PSEA policy.