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Application form for the post of Estate Supervisor

Ref : Advertisement in \_\_\_\_\_ Dated : \_\_\_\_\_

Demand Draft No. \_\_\_\_\_ Issuing Bank: \_\_\_\_\_ Date: \_\_\_\_\_

1 Name in full (Surname last) : \_\_\_\_\_

2 Father's name : \_\_\_\_\_

a) Profession : \_\_\_\_\_

b) Place of work : \_\_\_\_\_

3 Mother's name : \_\_\_\_\_

a) Profession : \_\_\_\_\_

b) Place of work : \_\_\_\_\_

4 Spouse's name : \_\_\_\_\_

a) Profession : \_\_\_\_\_

b) Place of work : \_\_\_\_\_

5 a) Date of birth : \_\_\_\_\_ b) Age on 31<sup>st</sup> Dec. of this year : \_\_\_\_\_

6 Place of birth : \_\_\_\_\_

7 Mother tongue : \_\_\_\_\_

8 Languages spoken at home : \_\_\_\_\_

9 a) Height (in cm.) : \_\_\_\_\_ b) Weight (in kg.): \_\_\_\_\_

10 Address for communication : \_\_\_\_\_

PIN: \_\_\_\_\_

Phone : \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

11 Permanent address : \_\_\_\_\_

PIN: \_\_\_\_\_ Phone: \_\_\_\_\_

12 Marital status : \_\_\_\_\_

If married, details of children : a) Number : \_\_\_\_\_

: b) Age : \_\_\_\_\_

: c) Sex : \_\_\_\_\_

13 Educational Qualifications\* : \_\_\_\_\_

**a) Academic:**

Exam. Passed	Name of the School / College	Subjects	% / Grade	Year of passing	Board / University

**b) Professional:** \_\_\_\_\_

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14 Total experience in estate management : \_\_\_\_\_

15 Details of employment \* (Starting with **Current**) :

Employer	Designation	Nature of duties	Period from DD/MM/YYYY to DD/MM/YYYY	Reason for leaving

(\* Please attach a separate sheet, if necessary)

16 Participation in *professional* programmes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17 Achievement in *co-curricular* activities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18 Hobbies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19 Which activities besides your area of specialization can you handle?:  
\_\_\_\_\_  
\_\_\_\_\_

20 Mention an incident where your intervention helped to have the situation under control:\*


21 Why do you consider yourself most suitable for the post?


## 22 Proficiency in languages:

Language	Speaking	Reading	Writing

## 23 Salary:

Salary	Pay Level	Basic Pay	D.A.	Allowance	Total
Last drawn (Rs.)					
Expected (Rs.)					

## 24 If selected how much time would you require to join: \_\_\_\_\_

## 25 References (other than relatives). Please provide full mailing address:

<u>Personal</u>	<u>Professional</u>
1.	1.
2.	2.

I hereby certify that the foregoing information is correct and complete to the best of my knowledge and belief, and nothing has been concealed. If at any time, I am found to have concealed any information or giving any false detail, I am liable for appropriate action.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_