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CENTRAL U.P. GAS LIMITED
(A joint venture of GAIL & BPCL)
KANPUR



PERSONAL DATA FORM

Position applied for _____

1. First Name : _____ Middle Name _____ Surname _____

2. Father's /Husband's Name : _____

3. Present Address : _____

4. Contact No. _____ E-mail Id _____

5. Permanent Address: _____

6. Date of Birth : (DD/MM/YYYY) _____

7. Marital Status: _____

8. Educational Qualification (High School Onwards) :

Sr. No	Examination	Inst./Univ./Board	Discipline/ Specialization	Year of Passing	Percentage (%)

9. Additional Qualification/ Trainings (Certified):

10. Professional Membership(s):

11. Present Employer : _____

Nature of Business: _____

Present / Last designation (effective date): _____

Designation at the time of Joining: _____

Date of Joining _____ No of Years: _____

Broadly outline job responsibilities & reporting relationship (i.e to whom you are responsible and who all are reporting to you) along with organogram of your organization

12. Past work experience:

Sr. NO	Organization	Nature of Business	From	To	Years	Designation

13. Mention any other information which you think should be taken in to account in considering your application for e.g Strength, weakness, reason for seeking change etc.

14. Highlight any significant achievement you have implemented with any one of your past employer(s). Indicated your initiatives which helped in reaching goal.

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15. Present remunerations:

Particulars	Amount
<p><u>Basic & Allowance (Monthly)</u> Basic DA HRA CCA Conveyance Telephone Children Education Special Allowance Any other allowance (Please specify)</p> <p>Gross Monthly Salary</p> <p><u>Other Components</u> LTA Medical Bonus Annual Incentive Any other (Please specify)</p> <p><u>Retirement Benefits</u> P.F. Gratuity Superannuation</p> <p style="text-align: right;">Total CTC</p>	

Additional Benefits /Perquisites

Loan (if any), Housing Loan, Vehicle Loan, Furnishing Loan, Personal advance, Medical Advance, Any other (Please specify).

Total Annual CTC (Rs): _____

16. Reference (please give two references from your pervious organization in case of fresher provide any two references).

1. _____

Tel. No./ Mobile : _____ Email Id: _____

2. _____

Tel. No./ Mobile : _____ Email Id: _____

17. Notice Period _____ Willing to relocate: _____

18. Salary Expected (CTC): _____

Date : _____

Signature (of the applicant)
Full Name : _____

Date: _____

Signature (HR representative)
Full Name: _____

Comments :