INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

Application Form

Position applied for : _____

1. Name : _____

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

3. Mother's name : _____

4. Date of Birth : _____

5. Gender : _____

6. Marital Status : _____

7. Nationality : _____

Photo

Self Attested

8. Educational Qualifications :

(Secondary/Matriculation onwards. Self-attested copies of certificates and mark sheets should be attached).

Qualification	Board/ University	Date of Commencement	Date of Passing	% Marks	Course Duration (years)

9. **Employment/Work Experience** (Post-qualification): (Starting from the most recent)
   (Attach self-attested copies of certificates) (Please attach separate sheet if required)

Organization	Designation	Date of Commencement	Date of Leaving	Pay Scale	Gross Salary	Reasons for Leaving

10. **Language Proficiency:** (Please tick relevant cells)

Language	Fluent in Speaking	Fluent in Reading	Fluent in Writing
English			
Hindi			

Any other language: Yes or No   If yes, please specify _____

11. Details of assignments handled: (Please indicate only those related to the position)

Sr. No.	Assignments

12. Technical Skills: Applicable for Corporate Relations Officer (Strike out if not applicable)

Skill	Excellent	Good	Average	Weak	Nil
Conducting Placement Activities					
Organizing Corporate Events					
Corporate Interactions					
Corporate Contacts					
Corporate Networking					
Negotiating Employment Opportunities					
Job Readiness Techniques					
Data Management					
Any Other:					

13. References:

Detail	Reference 1 (Present Employer)	Reference 2 (Previous Employer)
Name		
Designation		
Organisation		
Contact Landline		
Mobile No.		
E-mail ID		

14.   Address:

Details	Permanent	Communication
House Name/No.		
Street/Locality		
Town/City		
District & State		
Residence Phone		
Mobile No.		
E-mail ID		

15. Emoluments drawn (per month) ………………………… (attach proof)   Expectation: ……………………………

16. Expected time to join the assignment …………………………………….

17. Details of enclosures attached with the application:

1. ……………………………………………………….. 2. …………………………………………………………………

3. ……………………………………………………….. 4. …………………………………………………………………

5. ……………………………………………………….. 6. …………………………………………………………………

18.   Declaration:
It is hereby declared that all the information furnished above is true and correct to the best of my knowledge and belief.

Place   : _____   **Name**   : _____

Date   : _____   **Signature** : _____