

APPLICANT FOR THE POST OF \_\_\_\_\_



M/S SUNRISE FREIGHT FORWARDERS PVT. LTD  
 1023, SURYA BHAWAN , VILLAGE MAHIPALPUR, NEW DELHI-110037

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(THIS FORM SHOULD BE COMPLETED IN DUPLICATE IN THE APPLICANT'S OWN HANDWRITING  
 AND A LATEST PASSPORT SIZE PHOTOGRAPH SHOULD BE AFFIXED.)

- 1 **NAME (IN BLOCK LETTERS)** : \_\_\_\_\_
- 2 **(A) FATHER'S/HUSBAND'S NAME** : \_\_\_\_\_
- (B) OCCUPATION** : \_\_\_\_\_
- 3 **PERMANENT ADDRESS** : \_\_\_\_\_
- : \_\_\_\_\_
- : \_\_\_\_\_
- 4 **PRESENT ADDRESS** : \_\_\_\_\_
- : \_\_\_\_\_
- : \_\_\_\_\_
- 5 **DATE OF BIRTH** : \_\_\_\_\_
- (ATTACH BIRTH PROOF CERTIFICATE ) BIRTH/MATRIC/MEDICAL CERTIFICATE

**6 EDUCATIONAL QUALIFICATIONS:**

(PLEASE ATTACH ATTESTED COPY OF ALL TESTIMONIALS):

CLASS/ PARTICULARS	NAME OF SCHOOL/COLLEGE	BOARD/ UNIVERSITY	YEAR OF PASSING	PERCENTAGE OBTAINED
10TH				
12TH				
GRADUATION				
ANY OTHER				
A)				
B)				

\_\_\_\_\_

(SIGNATURE OF THE APPLICANT)



NAME OF APPLICANT: \_\_\_\_\_

(FOR OFFICE USE ONLY)

	RECOMMENDATION	FINALIZED BY
1 DESIGNATION	: _____	_____
2 (A) GROSS SALARY	: _____	_____
(TOTAL OF BASIC HRA, CCA, CONVEYENCE, EDUCATION & MEDICAL ALLOWENCE)		
(B) MOBILE ALLOWNENCE (IF ANY)	: _____	_____
(C) ANY OTHER ALLOWENCE SPECIFY	: _____	_____
GRAND TOTAL OF SALARY (A+B+C): Rs.	: _____	_____
3 REIMBURSEMENTS (IF APPLICABLE)	=====	=====
(A) MEDICAL	: _____	
(B) MOBILE	: _____	
(C) VEHICLE REPAIR	: _____	
(D) FUEL	: _____	
(E) OTHER.....	: _____	
(F) OTHER.....	: _____	
TOTAL REIMBURSEMENTS : Rs.		
(A+B+C+D+E+F)	=====	
3 WITH EFFECT FROM (DATE OF JOINING)	: _____	_____
4 PROBATION/TRAINING PERIOD (PLEASE TICK ON APPLICABLE AND SPECIFY THE PERIOD)	: _____	_____
5 REPORTING TIME	: _____	_____
6 DEPARTMENT	: _____	_____
7 COST CENTER	: _____	_____
8 REMARKS IF ANY	: _____	_____
9 EMAIL ID REQUIRED	YES <input type="checkbox"/>	NO <input type="checkbox"/>
10 I CAFFE ID REQUIRED	YES <input type="checkbox"/>	NO <input type="checkbox"/>

(SIGNATURE OF RECOMMENDING OFFICIER)

.....  
(NAME IN BLOCK LETTERS)

ASHWANI HANDA  
(CHAIRMAN & MANAGING DIRECTOR)