**RESUME**

NAME OF CANDIDATE

Recent passport size photograph

ADDRESS:

CONTACT NO:

E-MAIL:

**Apply for the post of:** …………………………………………………………………………………………………………………………………..……………………..………

**Objective:** ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Personal Details:**

Name of candidate :

Father’s Name :

Date of Birth :

Married/Unmarried :

Languages Known :

Religion :

Believe in :

**Teaching Experience:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School with Address** | **Subjects taught** | **Classes/ Grades** | **Period** | |
| **From** | **To** |
|  |  |  |  |  |

**Other Experience:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Institution with Address** | **Nature of Work** | **Period** | |
| **From** | **To** |
|  |  |  |  |

**Academic Qualification:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Qualification** | **Board/University** | **Subjects** | **Year of Passing** | **Passing %** |
|  | High-School |  |  |  |  |
|  | Intermediate |  |  |  |  |
|  | Graduation (B.A./B.Sc./B.Com.) |  |  |  |  |
|  | Post Graduation |  |  |  |  |
|  | Any Other |  |  |  |  |

**Professional Qualification:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Qualification/Course** | **Board / University** | **Year of passing** | **% marks/ Grade** | **Division** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Projects / Trainings**

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

**Computer Proficiency:**

|  |  |
| --- | --- |
| Windows |  |
| MS-Office |  |
| D.T.P. work |  |
| Networking |  |
| Hardware |  |

**Area of Interest:** ..................................................................................................................................................................................................................................................................................................................................................................

**Hobbies:** …………………………………………………………………………………………………………………..……………………………………………………………………………………………………………………………………..…

**DECLARATION:**

I hereby declare that the above information furnished by me in this resume is true complete and correct to the best of my knowledge and belief.

**Date:**

**Place:**  **(Name of Candidate)**

**Reference By:**

1. ……………………………………………………………………………………………………………………………………………………………………………….…………………………………………………………