**Maharashtra Agricultural Competitiveness Project (MACP)**

**Invites Applications along with Resumes**

Format: Curriculum Vitae (CV) for Proposed Staff

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| NAME OF THE POST APPLIED | | **:** |  | | | |
| 1. | GENERAL PARTICULARS |  |  | | | |
|  | NAME in Full | **:** | Name | Father’s name | | Surname |
|  |  | |  |
|  | Gender | **:** |  | | | |
|  | **Date of Birth** | **:** |  | | | |
|  | **Age as on 12 Feb 2016** | **:** |  | | | |
|  | **Nationality** | **:** |  | | | |
|  | **Marital Status** | **:** |  | | | |
|  |  |  |  | | | |
| **2.** | **ADDRESS**  **Applicants Complete Address for Correspondence along with Pincode** | **:** |  | | | |
|  | **Contact Phone** | **:** |  | | | |
|  | **Mobile No.** | **:** |  | | | |
|  | **E-mail** | **:** |  | | | |
|  |  |  |  | | | |
| **3.** | **PROFESSION** | **:** |  | | | |
|  |  |  |  | | | |
| **4.** | YEARS OF EXPERIENCE (Provide certificates) | **:** | **Total:** | | **\_\_\_\_\_\_\_\_ Years \_\_\_\_ Months** | |
| **Relevant to Post:** | | **\_\_\_\_\_\_\_\_ Years \_\_\_\_\_Months** | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **5.** | | **EDUCATIONAL QUALIFICATIONS :**  **{***Provide essential information as per the desired Qualification for the post applied for}*  [*Indicate college/university and other specialized education of applicant, giving names of institutions, degrees obtained, and month & year of passing]* | | | | |
| Sl No | | Degree/ Course Completed | Month & Year of Passing | University/ Board/ Institute | Marks / Grades obtained | |
|  | |  |  |  |  | |
|  | |  |  |  |  | |
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|  | |  |  |  |  | |
|  | | MS- Cit |  |  |  | |
|  | | Marathi Typing |  |  |  | |

|  |  |
| --- | --- |
| **6.** | **OTHER TRAININGS:** {Indicate significant trainings relevant to the post applied for} |
| (i) |  |
| ii) |  |
| (iii) |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **7.** | **Membership of Professional Associations: (If any)** | | | |
| (i) |  | | | |
| (ii) |  | | | |
| (iii) |  | | | |
| **8. Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]: | | | | | |
| **Language** | | **Read** | **Write** | **Speak** | |
|  | |  |  |  | |
|  | |  |  |  | |
|  | |  |  |  | |

**9. Employment Record** [*Starting with present position, list in reverse order every employment held by applicant since first job, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

**Repeat the description in the format below for each job.**

|  |  |  |
| --- | --- | --- |
| From [Month/Year]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To [Month/Year]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Employer | : |  |
| **Position held** | **:** |  |
| **Duties performed** |  | {Describe in brief the works handled / duties performed that Best Illustrate the Capability to handle the proposed tasks as per Job Description for the said post} |

**10. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

*[Signature of Applicant]* *Day/Month/Year*

Name of the Applicant: