# **EMPLOYEE PERSONAL DATA FORM**



First Name	Middle Name	l ast	Name	
Ramya	i iiidaid itailio	Gattu		
Applicant No/ Employee ID	Location		erview (dd/mm/yyyy)	
AL397	Madhapur		/2021	
7.200		25/5		
Please provide com	plete and correct inform	nation. All fields are ma	andatory.	
Pleas	e do not use short form	s / abbreviations.		
	Personal Deta	ails		
Full Name (First, Middle, Last				
First Name:				
Ramya				
Middle Name:				
Last Name:		9		
Gattu		CS Scarred with Carr Scanner		
Former Name(s) / Maiden Name (if	applicable to you)	Gender		
		Female		
Date of Birth (dd/m		Aadhar Card No	PAN Card No	
15/07/1998	3	-8208-4405-8811	FCNPR9575R	
Father's Nan	ne	Mother's Maiden Name	Э	
Gattu Somaiah				
Passport Details (Please ensure	a copy of the passport o	r any other identity doc	ument (ration card or	
r acoport Dotailo (r ioaco cincaro)	PAN card is attac			
Passport No	Place of issue	Date of Issue	Expiry Date	
	Details of Add			
Current Residential Address (Complet landmark	e Address) with Prominent	Period of Stay	Contact Numbers	
Amrutha varshini womens hostel,Madhapur		From (mon/yyyy)	Land Line	
Amidula valsiiiii womens nostei	iviauriapui	Jan/2021		
			Mahila Numbar	
		To (mon/yyyy) Apr/2021	Mobile Number	
Permanent Address with Pro	minent landmark	Αρι/2021		
(if different from al		Period of Stav	Contact Numbers	

Period of Stay

Contact Numbers

	From (mon/yyyy)	Land Line
H-No:2-79/4,Thurpugudem,Thungathurthy,Nalgonda		
Pincode:508280	To (mon/yyyy)	Mobile Number
		8374626419

	First Name	Middle Name		Last Name	
Ramya		!	Gattu		

	Educational Qualif	ication Details					
Educational Record - Post ( (Please attach copy of degree cert		sheet for this)					
College Name		Rajiv Gandhi University of Knowledge Technologies,Basar					
College Address		Basar,Nirmal 504107					
University name and Address	Rajiv Gandhi Unive nirmal,504107	Rajiv Gandhi University of Knowledge Technologies,Basar, nirmal,504107					
Subjects Major	Operating Systems ,Digital Logic Design,F	C,Java,Python,DataStructures,DBMS,Web Technologies, Operating Systems,Computer Networks,Software Engineering ,Digital Logic Design,Computer Organization and Architecture, Compiler Design,Formal Languages and Automata Theory,Arificial Intelligence,Data Mining					
Name of Degree/Diploma	From (mon/yyyy)	Roll No/ Enrollment No	B141316				
B.Tech	Jul/2016	Graduted (Yes/No)	Yes				
Program (full or Part time)	To (mon/yyyy)	Graduated on (mon/yyyy)	Oct/2020				
		Proof Attached (Yes/No)	No				
	Sep/2020						

Educational Record - Gradu (Please attach copy of degree cert	tificate and final year mark s	heet for this)					
College Name	Rajiv Gandhi Unive	rsity of Knowledge Techn	ologies,Basar				
College Address	Basar,Nirmal 50410	Basar,Nirmal 504107					
University name and Address	Rajiv Gandhi Unive Nirmal,504107	rsity of Knowledge Techn	ologies,Basar,				
Subjects Major	MPC						
Subjects Major  Name of Degree/Diploma	MPC From (mon/yyyy)	Roll No/ Enrollment No	B141316				
Name of Degree/Diploma		Roll No/ Enrollment No Graduted (Yes/No)	B141316 Yes				
	From (mon/yyyy)						

	First Name	Ī	Middle Name	 	Last Name
Ramya		Ī		Gattu	

Educational Qualification Details				
Educational Record - other				
(Please attach copy of degree certificate and final year mark sheet for this)				

College Name	Z.P.H.S Thurpugud	Z.P.H.S Thurpugudem				
College Address	Thrpugudem,Thung	Thrpugudem, Thungathurthy, Nalgonda, 508280				
University name and Address						
Subjects Major						
Name of Degree/Diploma	From (mon/yyyy)	Roll No/ Enrollment No	1426112978			
SSC	Jun/2013	Graduted (Yes/No)	Yes			
Program (full or Part time)	To (mon/yyyy)	Graduated on (mon/yyyy)	Apr/2014			
Full		Proof Attached (Yes/No)	No			
	Mar/2014					

Educational Qualification Details					
Educational Record - other (Please attach copy of degree certifica	ite and final vear mark s	sheet for this)			
College Name		,			
College Address					
University name and Address					
Subjects Major					
Name of Degree/Diploma	From (mon/yyyy)	Roll No/ Enrollment No			
		Graduted (Yes/No)			
Program (full or Part time)	To (mon/yyyy)	Graduated on (mon/yyyy)			
		Proof Attached (Yes/No)			

!	First Name	Middle Name	: :	Last Name
Ramya			Gattu	

Employer	(1)
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### **Employment Section**

Please give details of all previousemployers covering last 7 years

Ensure that you are descriptive wherever necessary – e.g. If Co. is closed, do mention it. Employee Code/ ID/ Number are mandatory. If your last employer did not provide one, please mention and state reasons for the same.

## **Details of Recent Emploment** Company Name (1) Designation Department Address (main office and branch where worked) Employee Code/ Personnel No **Reporting Manager** Name Reporting Manager's Department & Designation **Contact No** Email ID Nature of Employment (permanent or Temporary Agency Name & Address (if hired through a consultant) **Contact No** Email ID Reasons for leaving Remuneration (CTC) Variable pay/ Incentives Profident Fund A/C No: Salary Bank Name Branch Account No

Employment From (dd/mmm/yyyy)		Empt to(dd/mmm/yyyy)	
Can a reference be taken now? (Yes o	or No)	If no, When can it be take	n?
	_		
References Details	Designation	Contact No	Email ID
Additional Comments if any			
First Name	Middle Name	Last	Name
Ramya		Gattu	
·		1	
Employer (2)	1		
	Employment Se		
Please give Ensure that you are descriptive	details of all previousemple	yers covering last 7 years	montion it Employee
Code/ ID/ Number are mandat	orv. If your last employe	er did not provide one.	olease mention and
Today is riamser are manage	state reasons for th		order mornion and
Dataile of Decent Emplement			
Details of Recent Emploment Company Name (2)		Department	Designation
(2)			20019.114.1011
Address (main office and branch when	re worked)	Employee Code/	Reporting Manager
		Personnel No	Name
Reporting Manager's Department & De	esignation	Contact No	Email ID

Nature of Employment (permanent o	r Temporary			
Agency Name & Address (if hired thro	ugh a consultant)	Contact No	Email ID	
Reasons for leaving	Remuneration (CTC)	Variable pay/ Incentives	Profident Fund A/C No:	
Salary Bank Name Branch		Account No		
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)		
Can a reference be taken now? (Yes o	or No)	If no, When can it be taken?		
References Details	Designation	Contact No	Email ID	
Additional Comments if any				

	First Name	 Middle Name		Last Name	
Ramya			Gattu		

Employer (3)	Em	ploy	yer (	(3)
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Employment Section
Please give details of all previousemployers covering last 7 years

Ensure that you are descriptive wherever necessary – e.g. If Co. is closed, do mention it. Employee Code/ ID/ Number are mandatory. If your last employer did not provide one, please mention and state reasons for the same.

<b>Details of Recent Emploment</b>				
Company Name (3)		Department	Designation	
Address (main office and branch where worked)		Employee Code/ Personnel No	Reporting Manager Name	
Reporting Manager's Department & D	esignation	Contact No	Email ID	
Troporting manager o population at 2		30111101110		
Nature of Employment (permanent o	r Tomporary			
Agency Name & Address (if hired thro	•	Contact No	Email ID	
Agency Name & Address (if hired thro	ough a consultant)	Contact No	Email ID	
Reasons for leaving	Remuneration (CTC)	Variable pay/ Incentives	Profident Fund A/C No:	
Salary Bank Name	Branch	Account No		
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)		
Can a reference be taken now? (Yes	or No)	If no, When can it be taken?		
References Details	Designation	Contact No	Email ID	
Additional Comments if any				


First Name	Middle Name	Last Name
Ramya		Gattu

### Employer (4)

Employment Section
Please give details of all previousemployers covering last 7 years
Ensure that you are descriptive wherever necessary – e.g. If Co. is closed, do mention it. Employee Code/ ID/ Number are mandatory. If your last employer did not provide one, please mention and state reasons for the same.

# Details of Recent Emploment Company Name (4) Department Designation Address (main office and branch where worked) Employee Code/ Reporting Manager Personnel No Name Reporting Manager's Department & Designation **Contact No** Email ID Nature of Employment (permanent or Temporary Agency Name & Address (if hired through a consultant) Email ID **Contact No** Remuneration (CTC) Variable pay/ Incentives | Profident Fund A/C No: Reasons for leaving

Salary Bank Name	Branch	Account No	
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)	
Can a reference be taken now? (Yes o	<u> </u> r No)	If no, When can it be take	n?
· · · · · · · · · · · · · · · · · · ·	,	, , , , , , , , , , , , , , , , , , ,	
References Details	Designation	Contact No	Email ID
Additional Comments if any			
First Name	Middle Name		Name
Ramya		Gattu	
Employer (5)	1		
	l		
	Employment Se	ction	
Please give o	details of all previousemplo	yers covering last 7 years	
Ensure that you are descriptive w	vherever necessary – e	.g. If Co. is closed, do	mention it. Employee
Code/ ID/ Number are mandato	ory. If your last employe state reasons for th		olease mention and
Dataile of Becent Employeet			
Details of Recent Emploment Company Name (5)		Department	Designation
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	3

Address (main office and branch whe	ere worked)	Employee Code/	Reporting Manager
		Personnel No	Name
Reporting Manager's Department & D	Designation	Contact No	Email ID
Nature of Employment (permanent of	or Temporary		•
Agency Name & Address (if hired three	ough a consultant)	Contact No	Email ID
December for leaving	Damana matica (OTO)	Variable need becautives	Duefident Found A/C No.
Reasons for leaving	Remuneration (CTC)	Variable pay/ Incentives	Profident Fund A/C No:
	<u> </u>	I A AN	
Salary Bank Name	Branch	Account No	
			1
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)	
0	N->	16 180 14 b 4 ab.	
Can a reference be taken now? (Yes	or No)	If no, When can it be take	en?
	or No)  Designation	If no, When can it be take  Contact No	n?
References Details			
Can a reference be taken now? (Yes  References Details  Additional Comments if any			
References Details			
References Details			
References Details			

	First Name	-	Middle Name	!	Last Name	
Ramya		Ī		Gattu		

Employer (6)	
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Employment Section
Please give details of all previousemployers covering last 7 years

Ensure that you are descriptive wherever necessary – e.g. If Co. is closed, do mention it. Employee Code/ ID/ Number are mandatory. If your last employer did not provide one, please mention and state reasons for the same.

<b>Details of Recent Emploment</b>				
Company Name (6)		Department	Designation	
Address (main office and branch where worked)		Employee Code/ Personnel No	Reporting Manager	
		T CISOIIICI NO	rune	
Reporting Manager's Department & D	esignation	Contact No	Email ID	
	-			
Nature of Employment (permanent of	or Temporary			
Agency Name & Address (if hired three	ough a consultant)	Contact No	Email ID	
Reasons for leaving	Remuneration (CTC)	Variable pay/ Incentives	Profident Fund A/C No:	
Salary Bank Name	Branch	Account No		
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)	I	
Employment From (da/min/yyyy)		Limpt to (da/iiiiiii/yyyy)		
Can a reference be taken now? (Yes	or No)	If no, When can it be take	en?	
References Details	Designation	Contact No	Email ID	
Additional Comments if any				

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First Name	İ	Middle Name	į	Last Name	
Ramya			Gattu		

# Employer (7)

Employment Section
Please give details of all previousemployers covering last 7 years

Ensure that you are descriptive wherever necessary – e.g. If Co. is closed, do mention it. Employee Code/ ID/ Number are mandatory. If your last employer did not provide one, please mention and state reasons for the same.

# **Details of Recent Emploment**

Company Name (7)	Department	Designation
Address (main office and branch where worked)	Employee Code/	Reporting Manager
Addition (main office and station whole worked)	Personnel No	Name
Reporting Manager's Department & Designation	Contact No	Email ID
Nature of Employment (permanent or Temporary		
Agency Name & Address (if hired through a consultant)	Contact No	Email ID

Decree feeten tee	[D	Madalia and Income	DesCalent Freed A/O Nee	
Reasons for leaving	Remuneration (CTC)	Variable pay/ Incentives	Profident Fund A/C No:	
Salary Bank Name	Branch	Account No		
Employment From (dd/mmm/yyyy)		Empt to (dd/mmm/yyyy)		
Can a reference be taken now? (Yes	or No)	If no, When can it be taken?		
Can a reference be taken new r (100	o. 1.0,	ii iio, viiioii ouii it so tukoii i		
References Details	Designation	Contact No	Email ID	
4 1 11/1 1 2				
Additional Comments if any				

First Name	Middle Name L	ast Name
Ramya	Gattu	

Education/ Employment Gaps				
Please account for any and all gaps in education or employment during your tenure				
Detail		From (mm/yyyy)	To (mm/yyyy)	Reason

Detail	From (mm/yyyy)	To (mm/yyyy)	Reason	
Detail	From (mm/yyyy)	To (mm/yyyy)	Reason	
Detail	From (mm/yyyy)	To (mm/yyyy)	Reason	
1. Are you currently engaged in any other	business either as a propriet	or, partner, officer,		
If yes, Please give details below				
0.11	winted of a criminal offeress?	Van an Na		
2. Have you ever been arrested for or cor	ivicted of a criminal offence?	Yes or No		
If yes, Please give details below				
3. Have you ever been declared bankruin	t2 Ves or No			
3. Have you ever been declared bankrupt? Yes or No				
If yes, Please give details below				
4. Have you ever had any civil judgments made against you ? Yes or No				
If yes, Please give details below				

5. Do you know (or) are you related to anyone who works for the company? Yes or No	
If yes, Please give details below	

### **Declaration and Authorization by Applicant**

I understand that any employment by Alacriti Infosystems Pvt. Ltd. Is conditioned upon positive responses from my references, bonding eligibility, continued adherence to Alacriti's policies and procedures, applicable rules and regulations and job performance satisfactory at all times to Alacriti.

I Cosent to take any pre or post-employment examinations as may be required by Alacriti or its representative, and release Alacriti from any liability that may arise from such examination.

I Authorize an enquiry to be made on the information contained on this application. Upon written request, the nature and the scope of this inquiry will be made available to me. Former employers named on this application are authorized to give information about me and I release them from all liability for issuing such information. I further authorize Alacriti to contact any of my former employers to verify the information I have provided and inquire as to my work history.

I hereby attest and warrant that all my answers on this application as well as on all forms completed in conjunction with my employment are true and accurate. I understand that my mis representation of facts, failure to disclose information required on this application or material change in my information provided which is not reported to Human Resources shall be cause for dismissal/ Termination of my employment regardless of when discovered by Alacriti

Signed:		G.Ramya
Name in Capital Letters:	GATTU RAMYA	
Date:	12-02-2021	

# **Documents Required - Mandatory**

### For Education Verification:

**Photocopy of:** (originals required for verification on the joining date)

All Educational Certificates from 10th the Highest

4 passport size photographs – (1 soft copy for ID Card)

Any additional certificates you have.

Two References.

### For Employment Verification:

Photocopy of :- (originals required for verification on the joining date)

Relieving/Experience certificate

Offer letter

Hike letters

Pay Slips (last 3 months)

PF details if any

Two References.

For Address & Identification:

**Photocopy of:** (originals required for verification on the joining date)

Voter ID – 2 copies

Aadhar Card – 2 copies

Ration Card – 2 copies

Passport – 2 copies

PAN Card – 2 copies