

## **Pre Employment Medical Form**

***Dear XXXXXXXXXX( Candidate Name ),***

Please find below a letter containing the list of medical tests you have to take as a part of pre employment medical checkup.

You need to go to any one of the medical centers mentioned in Annexure 1 with a printout of this letter.

On submission of the hard copy of the letter **APOLLO** will conduct the medical tests and send us the reports directly.

The tests will take atleast 2 – 3 hours. It is preferable to go in the morning.

Do ensure you do not eat or drink anything before you go for the tests.

You are requested to take a prior appointment with the agency to decrease the waiting period.

The centers will operate on:

- i) Weekdays – Monday to Saturday (8.30 am – 8.00 pm)
- ii) Weekends – Sundays (8.30 am – 1.00 pm)

**Note:** You DO NOT have to pay anything for these tests.

Regards  
**ITC Infotech India Ltd.**

### **Candidate Declaration**

I ..... (Name)..... (Candidate No) declare that I am ..... Years old  
and have attended the medical test on ..... (Date)

**XXXXXXXXXXXXX ( Recruiter Name )** has nominated me for the Pre – Employment check.

Candidate Signature .....

**List of tests to be carried out for age group less than 30 years:**

1. HB/TLC/ESR/PCV
2. BLOOR SUGAR FASTING
3. BLOOD GROUP + Rh
4. COMPLETE BLOOD COUNT
5. URINE (RE)
6. X-RAY CHEST PA
7. ECG
8. EYE CHECK-UP including color blindness test and refraction.

**List of tests to be carried out for age group between 31 to 40 years:**

1. HB/TLC/ESR/PCV
2. BLOOR SUGAR FASTING
3. BLOOD GROUP + Rh
4. COMPLETE BLOOD COUNT
5. URINE (RE)
6. X-RAY CHEST PA
7. ECG
8. EYE CHECK-UP including color blindness test and refraction.
9. BLOOD SUGAR (PP)
10. CREATININE

**List of tests to be carried out for age group above 40 years:**

1. HB/TLC/ESR/PCV
2. BLOOR SUGAR FASTING
3. BLOOD GROUP + Rh
4. COMPLETE BLOOD COUNT
5. URINE (RE)
6. X-RAY CHEST PA
7. ECG
8. EYE CHECK-UP including color blindness test and refraction.
9. BLOOD SUGAR (PP)
10. LIPID PROFILE
11. UREA
12. CREATININE

Yours sincerely,  
**ITC Infotech India Ltd.**