

PHOTO

**BEL OPTRONIC DEVICES LTD.**  
*EL-30, 'J' Block, Bhosari Industrial Area, Pune - 411 026.*

**APPLICATION FORM**

Post \_\_\_\_\_

Name \_\_\_\_\_ Surname \_\_\_\_\_

Father's Name \_\_\_\_\_ Mobile No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Marital Status: Bachelor / Married, No. of Children: \_\_\_\_\_

Mother Tongue: \_\_\_\_\_

Religion: \_\_\_\_\_ Caste: \_\_\_\_\_ Category : ( SC/ST/NT/OBC/GEN)

Specify in box

Languages Known: \_\_\_\_\_

Local Address: \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_

E Mail I.D. \_\_\_\_\_

Educational Qualification:

S/N	Name of School/College	Exam Passed	Grade Obtained	Year of Passing

Details of previous employment, if any :

S/N	Dates		Name of Employer	Position Held	Salary Drawn	Reason for Leaving
	From	To				

Are you covered under :

E.S.I.Scheme : Yes / No If Yes E.S.I. No. \_\_\_\_\_

P.F. Scheme : Yes / No If Yes F.P.F. & P.F. No. \_\_\_\_\_

Extra Curricular Activities / Hobbies : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If any prizes received in competitions, state the details:

\_\_\_\_\_

Reference: (State the name of two well known persons not relatives, to whom reference may be made about you)

Name	Position	Address

Are you a member of any Association, Political Party or Trade Union. If so, give details : \_\_\_\_\_

Have you got any relatives working in this Company. If so give their particulars : \_\_\_\_\_

Give in short, particulars of work done by you In your previous employment : \_\_\_\_\_

Any other special information about you, not Covered above : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I, solemnly affirm that what is stated above is correct, but if at any time, it is found to be incorrect in any part by the Company, my services will be liable to be terminated without Notice or payment in lieu of Notice.

Date :

Signature of the applicant

## JOINING REPORT

To,  
The AGM (P & HRD),  
BEL OPTRONIC DEVICES LTD.,  
EL-30, 'J' Block, MIDC, Bhosari,  
Pune - 411 026.

Dear Sir,

With reference to your offer of appointment No. \_\_\_\_\_  
dated \_\_\_\_\_ for the post of \_\_\_\_\_ and in continuation of  
confirmation of my acceptance dated \_\_\_\_\_, I am reporting for  
duty on \_\_\_\_\_.

My particulars are as follows:

1. Name :
2. Date of Birth :
3. If covered under ESI, Insurance No. :
4. If member of Provident Fund, A/c No. :
5. If member of Family Pension Fund, A/c No. :
6. If under Salary Savings Scheme, LIC Policy No. :

Premium Amount :

Thanking you,

Yours faithfully,

HRD/Recruit/2005/  
Date

To,

Sub: Written Test for the post of

Dear Sir / Madam,

We refer to your application for the post of \_\_\_\_\_ &  
request you to call an u for written test on 10<sup>th</sup> March,2005 at \_\_\_\_\_ at  
the following address.

**BEL OPTRONIC DEVICES LTD.,  
EL-30, J BLOCK, NEAR QUALITY ICE CREAM FACTORY,  
BHOSARI INDUSTRIAL AREA,  
BHOSARI, PUNE – 411 026.  
TEL NO. 2172 2981/82/83/84**

Thanking you,

For BEL OPTRONIC DEVICES LTD,

AUTHORISED SIGNATORY

**Note : You are requested to fill up enclosed Application Form  
& submit to Company at the time of written test.**