

Job Applicant Data Form

Campus Name: _____

Date: _____

Thank You for applying at S&P Capital IQ. Kindly allow us to know some vital details about yourself.

- Please complete all sections in your own handwriting. If a section is not relevant, please indicate accordingly.
- It is mandatory to submit a copy of your resume, passport size photo and photocopy of a Photo ID Proof along with the form (Driver's License/Passport/Pan Card). The Application will not be processed without these documents.

Name of the Candidate (as per your PAN card/ passport/ Class X certificate)	First	Middle	Last
SSC (Class X) Roll Number			
Position Applied For			
Date of Birth/Age as on Date			
Address (Permanent) & Address (current)			
Contact Numbers	Mobile:	Fixed Line (with STD code):	
Email ID			

<ul style="list-style-type: none"> ▪ Current Job Offers in Hand (Through Campus or Otherwise) 	No. of Offers: CTC: DOJ: Company(s)Name:
<ul style="list-style-type: none"> ▪ Have you previously applied to S&P CAPITAL IQ? If yes, When? 	
<ul style="list-style-type: none"> ▪ Do you know somebody who works/worked with S&P Capital IQ? If Yes, Please give the name and title. 	
<ul style="list-style-type: none"> ▪ Plan for Higher Education (If yes, please specify the course and when you plan to take it up) 	<input type="radio"/> Yes <input type="radio"/> No
<ul style="list-style-type: none"> ▪ Prior Work Experience (in years) 	<input type="radio"/> Fresher <input type="radio"/> 0-1 <input type="radio"/> 1-2 <input type="radio"/> 2-Above
<ul style="list-style-type: none"> ▪ Marital Status 	<input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Divorced/Separated <input type="radio"/> Immediate Plans
<ul style="list-style-type: none"> ▪ Citizenship Status If Other, do you have a work permit to work in India 	<input type="radio"/> Indian <input type="radio"/> Other <input type="radio"/> Yes <input type="radio"/> No
<ul style="list-style-type: none"> ▪ Willing to Work in Shifts (Timings-6.00 am to 2.00 pm OR 2.00 pm to 10.00 pm OR 10.00 pm to 6.00 am) 	<input type="radio"/> Yes <input type="radio"/> No
<ul style="list-style-type: none"> ▪ Required Lead time to join in case we give an offer 	

▪ **Family Background**

S. No.	Relation	Name	Highest Education	Occupation	Whether dependent on you (yes/ No)
1					
2					
3					
4					

▪ **Education Background**

Degree/ Education Level	Course Name	School/ College Name	Univ./ Board	Start & End Year		Specialization / Major Subjects	CGPA or %age
				From	To		
10th							
12th							
Grad							
Post Grad							
Others #							

(Please include certification courses and/ or any ongoing educational pursuits)

Number of repeats/back-logs during the course of Education: _____

*(Also highlight the Course during which the back-log occurred)

▪ **Internships/Trainings:**

	Company Name	Start & End Month/Year	Topic
Summer Internship			
Industrial Training			
Others			

***ALL FIELDS ARE MANDATORY**

▪ **Work Experience**

*(Internship duration does not count as Work Experience)

Company Name	Designation	Start & End Month/Year	Roles & Responsibilities

- **Have you had any gaps in your education AND/ OR employment: Yes/No.**

If yes, please specify below.

- **Have you ever been convicted of a crime? If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.**

☐ No ☐ Yes

DECLARATION:

I hereby declare that the details provided by me in this application form are correct and I have knowingly not omitted/ misrepresented any information. I am aware that the company can use this data for verification purposes and any material inconsistency identified between the details shared above versus actual information would have a bearing on my employment, based upon company policies.

Date: _____

Time: _____

Place: _____

Signature: _____