

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LTD
(A Government Undertaking)**

N-Block, Bombay Life Building, Connaught Circus, New Delhi- 110 001.

Empanelment for various categories of Manpower

DSIIDC has started a Human Resources Division under which it proposes to empanel various categories of manpower to be provided on requisition to various Govt. and Non-Government Departments. DSIIDC has the experience of running the OMB under which manpower has been provided in the past to foreign clientage.

For the empanelment, desirous candidates of categories i.e. **Highly Skilled** M.B.As, Engineers, Doctors, Architects, C.As, Cost Accountants, Heritage Management Consultants, Skilled like Draftsmen, Surveyors, Lab. Technicians, Nurses, Data Entry Operators, Coordination Consultants and also **Semi-Skilled** categories like Carpenters, Masons, Plumbers and Wiremen etc., should fill up the prescribed Performa, [which is also available on DSIIDC's Website: www.dsiidc.org] and pay one time registration fee of Rs.1,000/-, Rs.500/- and Rs.200/- respectively for highly skilled, skilled and semi-skilled, depending upon the category applied for and should be accompanied by the following:

- a) The prescribed registration fee by Demand Draft in favour of **Delhi State Industrial & Infrastructure Development Corporation Ltd.**
- b) Copy of proof of educational and professional qualifications.

The completed application form should be submitted at DSIIDC, Ground Floor, Reception Counter, 419, F.I.E., Udyog Sadan, Patparganj Indl. Area, Delhi-110 092 between 11.00 A.M. to 4.00 P.M. on all working days. The application form can also be downloaded from the website of the DSIIDC and submitted online. The payment for the registration can be sent by post or in person, by means of demand draft.

The filled up forms and Demand Draft/Pay Order can also be mailed to DSIIDC, H.R. Division, 419, F.I.E., Udyog Sadan, Patparganj Indl. Area, Delhi-110 092.

The mere fact of registration of an applicant with DSIIDC does not confer any legal right to employment.

Executive Director

CURRICULUM VITAE

Form No.

CATEGORY: - HIGHLY SKILLED SKILLED SEMI SKILLED

(I) PERSONAL INFORMATION

Name [FIRST NAME / TITLE]	
Father's Name	
Mother's Name	
Date of Birth [DD/MM/YYYY]	
Sex [Male/Female]	
Marital Status [Single/Married]	
Residential Address [Permanent] [House number, street name, postcode, city]	
Residential Address[Present] [House number, street name, postcode, city]	
Nationality	
Telephone [STD Code/Mobile]	
Fax	
E-mail	

(II) EDUCATION AND TRAINING

ATTACH ATTESTED COPY OF EACH CERTIFICATE

[Add separate entries for each relevant course completed, starting with the most recent.]

Sl.No	Title of qualification awarded	Duration (from – to)	Name of Institution/University/ Board	Principal subjects/ skills covered	Division / Grade/ %age of Marks
1.					
2.					
3.					
4.					
5.					

(III) WORK EXPERIENCE**ATTACH ATTESTED COPY OF EACH CERTIFICATE**

[Add separate entries for each relevant course completed, starting with the most recent.]

Sl.No	Occupation or position held	Dates (from – to)	Name of the Organisation	Type of business or sector	Main activities & responsibilities
1.					
2.					
3.					
4.					

(IV) LANGUAGES KNOWN

[Indicate level: excellent, good, moderate, basic]

Sl.No	Language(s)	Reading skills	Writing skills	Verbal skills
1.	English			
2.				
3.				

(V) ADDITIONAL INFORMATION

[Include here any other information that you think may be relevant]

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(VI) REFERENCES

[Include their Name, Designation, Organisation working, Address , Phone Number,]

1.	
2.	

Place: _____**Date:** _____**Signature:** _____