

ESHNA CONSULTING TEAM LTD.

JOB APPLICATION FORM

Please answer the questions as fully as you can in black ink in your own **handwriting**.

JOB TITLE (Position Applied for) _____

When are you free to take up the post? _____

What length of notice will your present employer require? _____

PLEASE ATTACH A
PHOTOGRAPH
TAKEN WITHIN
THE LAST 12
MONTHS

SECTION A : PERSONAL DETAILS

Surname (and name at birth, if different)

Title (e.g. Mr, Mrs, Miss, Ms, Dr) and forenames

Trade/Profession

Present address

(and permanent address, if different)

1) _____

2) _____

Telephone No. Home _____

Daytime (if different) _____

Fax No. _____

Email Address _____

Date, Place and Country of Birth _____

Nationality - now (and at birth, if different, including dual nationality if held) _____

Health

Have you suffered from any serious illness, including nervous disorders, which has kept you away from work for an extended period? Do you have any disability which would limit your capacity to carry out the job for which you are applying? If the answer is 'yes' to either question please give details below.

SECTION B : EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS

Please list all post-school qualifications gained (in reverse order), giving subject, class, level or grade, and/or other professional qualifications, together with award date and institution. Give expected date of award for any qualifications you are working towards.

Qualification/Examination (eg. HSC/Diploma/BSc/MCom/PhD, etc)	Major Subjects	Issuing body & address of Institute	Year Attended		Year of Passing	Award achieved (Division, Class, level of degree or grade)
			To	From		

Please list any professional associations and/or learned societies of which you are a member. If your name appears on a professional register, please state which.

SECTION C : EMPLOYMENT HISTORY

Starting with your present, or most recent job, list in reverse order your employment history. Use a single block for each job. Give details of any period during which you were not employed under "Reason for Leaving".

1. Present Job (Previous position, If not currently employed)

From	To	No. of years served	Gross salary per month		Name of employer.
Month/Year	Month/Year		Initial	Final	Address and Contact no.
Post title:					Type of organization: No. & kind of employees supervised by you, if any:
Grade in the particular Sub-band/Level:					
Reported to (Name and Designation of the Reporting Officer):					
Reason for Leaving					
Major Duties Performed by You					
Major Achievements (If any)					

Please continue on separate sheet if necessary

2. Previous Job					
From	To	No. of years served	Gross salary per month		Name of employer.
Month/Year	Month/Year		Initial	Final	Address and Contact no.
Post title:					
Grade in the particular Sub-band/Level:					
Reported to (Name and Designation of the Reporting Officer):					
					Type of organization:
					No. & kind of employees supervised by you, if any:
Reason for Leaving					
Major Duties Performed by You					
Major Achievements (If any)					
3. Previous Job					
From	To	No. of years served	Gross salary per month		Name of employer.
Month/Year	Month/Year		Initial	Final	Address and Contact no.
Post title:					
Grade in the particular Sub-band/Level:					
Reported to (Name and Designation of the Reporting Officer):					
					Type of organization:
					No. & kind of employees supervised by you, if any:
Reason for Leaving					
Major Duties Performed by You					
Major Achievements (If any)					
4. Previous Job					
From	To	No. of years served	Gross salary per month		Name of employer.
Month/Year	Month/Year		Initial	Final	Address and Contact no.
Post title:					
Grade in the particular Sub-band/Level:					
Reported to (Name and Designation of the Reporting Officer):					
					Type of organization:
					No. & kind of employees supervised by you, if any:
Reason for Leaving					
Major Duties Performed by You					
Major Achievements (If any)					

Please continue on separate sheet if necessary

SECTION D : IT SKILLS, LANGUAGES AND YOUR PERSONAL INTERESTS

Please list below your working knowledge of IT software packages including web-based development technologies, relational databases, Microsoft development tools and technologies, Visula Studio, ASP.NET

Are you fluent in written and spoken English Yes No

Are you fluent in written and spoken Bangla Yes No

Personal interests/hobbies

SECTION E : REFERENCES

Please give the names and addresses of two referees, one of whom should be your present or former employer. Please note that we may approach your present or former employer on a confidential basis for a reference unless you indicate to us otherwise.

1) _____ 2) _____

When you have completed all the questions please sign below to affirm that the details are correct.

Signature _____ Date _____

Please send the hard copy of your completed application form to:

**ESHNA CONSULTING TEAM LTD.
HOUSE 30 (New), 132 (old)
Road 3, Dhanmondi R/A
Dhaka 1205**

Receipt of applications will not be acknowledged and applicants will only be contacted if they are selected for an interview.