

BUREAU OF MANPOWER EMPLOYMENT AND TRAINING
PERSONNEL DATA SHEET

P.P - 1

General Information

Employee Full Name	বাংলা :
	English :
Fathers full Name	বাংলা :
	English :
Mothers full Name	বাংলা :
	English :
Employee Type : Officer / Staff / Out Sourcing	
Employment Type: Revenue/Project (name:)	
BCS Cadre:() Batch :	
Present Work area: BMET/DEMO/IMT/TTC/Div. Emp.& Manpower office/Apprenticeship office. (Name :)	
Main Work area :	
Section : Training / Admin / Emigration / Employment / Accounts / Common Service /	
Designation :	
Date of Birth :	Mobile No : 01
Marital Status : Single / Married / Widower / Widow	
Sex :	Blood group : Religion :
GO. Date: / / ইং,	Appointment Date : / / ইং
Joining Date: / / ইং,	Date of Permanency : / / ইং
Date of Regularization : / / ইং,	
PRL Date: / / ইং	Retirement Date: : / / ইং,
National ID :	Tin Number :
Email address :	
Present Address:	
Permanent Address :	
Quota (Freedom Fighter/Other) :	
Quota (Freedom Fighter/Other) Certificate Document : (Photo Copy Submit)	

SPOUSE INFORMATION

Spouse	বাংলা :
Full Name	English :
Email address :	Mobile No: 01
Date of Birth :	District :
Occupation :	

CHILDREN INFORMATION

Child Full Name	বাংলা :
	English :
Date of Birth :	Gender :
Child Full Name	বাংলা :
	English :
Date of Birth :	Gender :
Child Full Name	বাংলা :
	English :
Date of Birth :	Gender :
Child Full Name	বাংলা :
	English :
Date of Birth :	Gender :

EMPLOYEE EDUCATIONAL QUALIFICATION

Name of Institute:	Degree	Board/University	Passing Year	Result

Certificate Document : (Photo Copy Submit)

TRAINING RECORD

LOCAL TRAINING

Course Title	Institution	From	To	Grade

Certificate Document : (Photo Copy Submit)

FOREIGN TRAINING

Course Title	Institution	Country	From	To	Grade

Certificate Document : (Photo Copy Submit)

FOREIGN TRAVEL

Country	PURPOSE	From	To

Documents : (Photo Copy Submit)

Additional Professional Qualification

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Honors and Award

Title :

Ground:

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OTHER SERVICES (PRIOR CIVILIAN GAZETTED POST/RANK)

Name of Employer	Address	Type of Service	Position	From	To

SERVICE HISTORY

No of Employee	Service Date	Gazetted Date	Encadrement Date	Seniority Date	Cadre

Documents : (Photo Copy Submit)

PROMOTION PARTICULARS

Rank	Promotion Date	G.O. Date	Nature of Promotion	Pay Scale

Documents : (Photo Copy Submit)

DISCIPLINARY ACTIONS/CRIMINAL PROSECUTION

Nature of Offence	Punishment	Date	Remarks

POSTING RECORD

Post	Organization	Address/Location	From	To	Pay Scale

Documents : (Photo Copy Submit)

(Employee Signature)

(Organization/Institute Authority)