

PERSONNEL DATA SHEET

Photo
(Colour PP Size of
White background
attach with jams clip)

Batch:.....

Name (English):			Religion: <input type="checkbox"/> Muslim <input type="checkbox"/> Hindu <input type="checkbox"/> Christian <input type="checkbox"/> Buddhism <input type="checkbox"/> Others	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Others	<input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
Name (বাংলা):					
NID:		Mobile:	Email:		
Date of Birth:		Father's Name (English):			
		Father's Name (বাংলা):			
Home District:		Mother's (English):			
		Mother's Name (বাংলা):			

Spouse Information

Number of spouse:(If more than one please give the annex)		
Name (English):		
Name (বাংলা):	Home District:	
Occupation:	Designation:	
Organization:	Place of Posting:	
Phone:	Mobile:	

Address

Permanent		Present	
House/Area		House/Area	
Road/Block		Road/Block	
Post Office		Post Office	
Upazilla/P.S		Upazilla/P.S	
District		District	

Proficiency in Languages without Bangla & English

Language	Read	Write	Speak
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Children's Information

Sl. No.	Name	Sex	Date of Birth
1.	(English):		
	(বাংলা):		
2.	(English):		
	(বাংলা):		
❖ (If more than two please give the annex)			

Educational Qualification

[illegible]

In Service/Local Training

Name of Training	Name of the Institute	Period		Grade	Position
		From	To		

Foreign Training

Name of Training	Name of the Institute	Country	Period		position
			From	To	

Foreign Travels (Except Foreign Training)

Name of Countries	Subject/Purpose	Period	
		From	To

Honours & Awards

Title of Award	Ground	Date

Additional Professional Qualification

Publications

<input type="checkbox"/> Books	<input type="checkbox"/> News & Periodicals
<input type="checkbox"/> Monograph	<input type="checkbox"/> Professional Journals
<input type="checkbox"/> Others	

Other Services (Prior to Civilian Gazetted Post/Rank)

Name & Address of the Employer	Type of Service	Position/Designation	Period	
			From	To

Service History

Date of Entry into Govt. Service	Post/Rank	Date of Gazette	Date of Encadrement	Name of the Cadre

Promotion Information

Date of Promotion/Selection Grade/Time Scale	Post/Rank	Pay Scale to which promoted	Nature of promotion

Posting Records

Post/Designation	Organization	Location	Period		Pay Scale	Status
			From	To		

N. B.: 1. Please fill up the Personnel Data Sheet with ball point pen.

2. Please enclose all academic certificates (attested) & a recent passport size colour photo of white background (Attach with jams clip).

3. Any change in mailing address inform PACC, M/O. Public Administration.

Name & Signature of Officer
filling the Personnel Data Sheet