



**JOB APPLICATION FORM – WALKIN**

CV No **1469190**

Handwrite complete form with correct details.

Profile Score



**PRELIMINARY INTERVIEW**

Profession / Position Focus

**Accounts & Finance / Business Development**

Industry Background

☒ Service ☒ Manufacturing ☐ Trading ☐ Government ☐ NGO ☐ Other

Total Experience

Years **3** Months **7**

Gulf / UAE Experience

Years — Months —

Qualification / Education

**M.B.A (FINANCE and MARKETING)**

Certifications / Licenses

**INDIAN LICENSES**

IT / Computer Skills

**SAP FI, MICROSOFT EXCEL, SPSS,**

Talent / Capabilities

**SPORTS**

Gulf Driving License

☐ Yes ☒ No

Do you have own car?

☐ Yes ☒ No

Nationality

**INDIAN**

Gender

☒ Male ☐ Female

Birth date (DD-MON-YEAR)

**06-08-1990**

Marital Status

☒ Single ☐ Married ☐ Separated

Visa Status

☒ Visit ☐ Employment ☐ Dependent

Visa Expiry Date

**17/12/2015**

Languages

**ENGLISH** Mother Tongue **TAMIL**

Other Languages

—

Religion

**HINDU**

Place of Birth / City of Origin

**Mangalore**

Employment Status

☐ Employed back in Home Country

☐ Employed in Gulf

☒ Job Less-Unemployed

Mention your preferred location for future job? ☒ UAE

☐ Qatar ☐ Saudi Arabia ☐ Bahrain ☐ Oman ☐ Kuwait

Hobbies / Interests:

**SPORTS, DRIVING, SOCIAL MEDIA**

What is the reason for your present Job Search?

**PERSONNEL GROWTH**

How much notice period you will need to join new position? ☒ Can Join Immediate ☐ 1 Week ☐ 1 Month ☐ \_\_\_\_\_

Do you have any kind of health condition which can hamper you to perform your duties? ☒ Fit to work ☐ Yes \_\_\_\_\_

Do you have any kind of outstanding loans / finance / credit card facilities to repay? ☒ No ☐ Yes \_\_\_\_\_

Do you have any kind of civil or criminal cases pending against you in any courts? ☒ No ☐ Yes \_\_\_\_\_

\*\* For Official Use Only / To be filled in only by HR Assistant \*\*

Last Drawn Monthly Salary

Currency **INR** Value **20K**

Minimum Expected Salary

Currency **AED** Value **4000/-**

Certificates and Documents Verified by HR Assistant for Scoring this Profile

PCL Certificate		Gulf Experience	✓	High Academic Scores - Mark Sheet	✓	Worked 2+ yrs with employer	✓
Fitness Certificate		Gulf / Intl Driving License	✓	Post Graduate & Above Education	✓	Promoted in Previous Job	
IT Literacy		Arabic Proficiency	✓	On Job Training Certificates	✓	Awards or Appreciation	
				IELTS Proficiency		Experience Verified	✓
Bonus Score	0	+ Gulf Score	0	+ Education Score	3	+ Experience Score	2

Based on documents screened by our HR Assistants the candidate has achieved following score points.

**Total Score Achieved**

**5**

Original Documents ☒ Resume ☒ Passport / Signature ID ☒ Education Certificate ☒ Experience Letter ☐ Salary Slips Bank Statement  
Screened ☐ Contract / Offer Letter Copy ☐ Sponsor Passport ☐ Promotion Letter ☐ Training Certificate ☐ Driving License





ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
GOVERNMENT OF KARNATAKA

313094

155509604

ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ  
Karnataka Secondary Education Examination Board  
155509604  
ಪ್ರಮಾಣ ಪತ್ರ  
Certificate

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಆರ್ಥಿಕತೆಯು ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ. ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ  
ತೆಗಳಡೆಯಾಗಿವೆಯೇ/ದ್ದಾಳೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ.

This is to certify that the candidate mentioned below has PASSED S.S.L.C. Examination with the following details

ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No. : 20060442943	ತಿಂಗಳು/ವರ್ಷ Month/Year : MARCH-2006	ಶಿಕ್ಷಣ ಮಾಧ್ಯಮ Medium of Instruction ENGLISH
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ಹೆಸರು Name SUMAN S

ತಾಯಿಯ ಹೆಸರು Mother's Name MEENAKSHI S

ತಂದೆಯ ಹೆಸರು Father's Name SHIVAN PANDIYAN P

ಜನ್ಮ ದಿನಾಂಕ  
Date of Birth 06-08-1990 SIXTH AUGUST NINETEEN NINETY

ವಿಷಯಗಳು SUBJECTS	ಅಂಕಗಳು MARKS		ಪಡೆದ ಅಂಕಗಳು MARKS OBTAINED	ಪಡೆದ ವರ್ಗ (ಶ್ರೇಣಿ) CLASS OBTAINED
	ಗರಿಷ್ಠ MAX.	ಕನಿಷ್ಠ MIN.		
ಪ್ರಥಮ ಭಾಷೆ/ FIRST LANGUAGE : SANSKRIT	125	44	057	<ul style="list-style-type: none"> <li>♦ ಡಿಸ್ಟಿಂಕ್ಷನ್ ಶೇ.85 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು.</li> <li>♦ ಪ್ರಥಮ ವರ್ಗ : ಶೇ.60 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು, ಮತ್ತು ಶೇ.85 ರ ಒಳಗೆ.</li> <li>♦ ದ್ವಿತೀಯ ವರ್ಗ : ಶೇ.50 ಮತ್ತು ಮೇಲ್ಪಟ್ಟು ಶೇ.60 ರ ಒಳಗೆ.</li> <li>♦ ಒಂದೇ ವಾರ್ಷಿಕ ಕೀರ್ತಿತಿ ಅಥವಾ ದ್ವಿವರ್ಷ ವರ್ಗವನ್ನು ಕೊಡಲಾಗುವುದು.</li> </ul> <p>ಮಾಹಿತಿ ಮತ್ತು ಅಭಿಪ್ರಾಯಗಳು:</p> <p>ಪ್ರತಿ ವಿಷಯದಲ್ಲಿ ಕನಿಷ್ಠ ಶೇ.30 ಅಂಕಗಳು ಮತ್ತು ಒಟ್ಟಿನಲ್ಲಿ ಶೇ.33 ಅಂಕಗಳು.</p> <p>★ DISTINCTION : 85% AND ABOVE</p> <p>★ FIRST CLASS : 60% AND ABOVE BUT BELOW 85%</p> <p>★ SECOND CLASS : 50% AND ABOVE BUT BELOW 60%</p> <p>★ CLASS IS DECLARED FOR THOSE WHO PASS IN FIRST ATTEMPT ONLY.</p> <p>PASS IN EXAMINATION : 30% MIN. IN EACH SUBJECT AND 33% IN THE AGGREGATE</p>
ದ್ವಿತೀಯ ಭಾಷೆ/ SECOND LANGUAGE : ENGLISH	100	35	050	
ತೃತೀಯ ಭಾಷೆ/ THIRD LANGUAGE : KANNADA	100	35	042	
ಗಣಿತ/ MATHEMATICS	100	35	041	
ವಿಜ್ಞಾನ/ SCIENCE	100	35	055	
ಸಮಾಜ ವಿಜ್ಞಾನ/ SOCIAL SCIENCE	100	35	052	
ಒಟ್ಟು ಅಂಕಗಳು/ TOTAL	625	219	297	PASS (47.52%) GG155

ಪಡೆದ ಅಂಕಗಳು (ಅಕ್ಷರಗಳಲ್ಲಿ) TWO HUNDRED NINETY SEVEN ONLY  
TOTAL (In words):

ಶಾಲೆಯ ಹೆಸರು ಮತ್ತು ವಿಳಾಸ  
NAME OF THE SCHOOL & ADDRESS :

N.M.P.T. ENG. MED. HIGH SCHOOL  
PANAMBUR MANGALORE TALUK  
D.K. DIST.

DATE: 13-MAY-2006



ಕಾರ್ಯದರ್ಶಿಗಳು  
ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ  
SECRETARY  
KARNATAKA SECONDARY EDUCATION EXAMINATION BOARD  
ಬೆಂಗಳೂರು BANGALORE



283092

ಕರ್ನಾಟಕ ಸರ್ಕಾರ  
GOVERNMENT OF KARNATAKA



ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ  
DEPARTMENT OF PRE-UNIVERSITY EDUCATION

ಪ್ರಮಾಣ ಪತ್ರ CERTIFICATE

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣದ ದ್ವಿತೀಯ ವರ್ಷದ ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿ ಕೋರ್ಸ್‌ನ್ನು ಸಂಪೂರ್ಣಗೊಳಿಸಿರುತ್ತಾರೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ:

*This is to certify that the candidate mentioned below has passed the second year Pre-University Examination and completed the course with the following details.*

ಅಭ್ಯರ್ಥಿಯ ಹೆಸರು }  
Candidate's Name } **SUMAN S**

ಫಲಿತಾಂಶ ದಿನಾಂಕ }  
Date of Result } **03.05.2008**

ತಾಯಿಯ ಹೆಸರು }  
Mother's Name } **MEENAKSHI S**

ನೋಂದಣಿ ಸಂಖ್ಯೆ }  
Register No. } **731412**

ತಂದೆಯ ಹೆಸರು }  
Father's Name } **SHIVAN PANDIYAN P**



KANNADA	731412	MAR2008	62	SIX TWO
ENGLISH	731412	MAR2008	68	SIX EIGHT
ECONOMICS	731412	MAR2008	71	SEVEN ONE
BUSI.STUDIES	731412	MAR2008	86	EIGHT SIX
ACCOUNTANCY	731412	MAR2008	61	SIX ONE
STATISTICS	731412	MAR2008	63	SIX THREE
SS185			411	
FOUR HUNDRED AND ELEVEN ONLY			FIRST	
MAHATMAGANDHI COMP PU COL				

MEDIUM

ENGLISH

STUDENT TYPE :

FRESHER

M.G. COMPOSITE P.U. COLLEGE  
BONDEL P.O.  
MANGALORE

ಅಭ್ಯರ್ಥಿಯ ಸಹಿ - Signature of the Candidate

ಅಧ್ಯಕ್ಷರು, ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ  
COMMISSIONER  
Department of Pre-University Education  
ಬೆಂಗಳೂರು Bangalore



ಮಂಗಳೂರು  
MANGALORE



ವಿಶ್ವವಿದ್ಯಾನಿಲಯ  
UNIVERSITY

ಸಂತ ಆಲೋಶಿಯಸ್ ಕಾಲೇಜು, ಮಂಗಳೂರು  
(ಸ್ವಾಯತ್ತ ಕಾಲೇಜು)

St. Aloysius College, Mangalore  
(Autonomous College)

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಕುಲಾಧಿಪತಿಗಳು, ಸಹ ಕುಲಾಧಿಪತಿಗಳು, ಕುಲಪತಿಗಳು,  
ಸಿಂಡಿಕೇಟ್ ಮತ್ತು ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ತಿನ ಸದಸ್ಯರುಗಳಾದ ನಾವು

ಸುಮನ್ ಎಸ್.

ಅವರು

2013.....ನೆಯ ವರ್ಷದಲ್ಲಿ ನಡೆದ ನಿರ್ದಿಷ್ಟ ಪರೀಕ್ಷೆಗಳಲ್ಲಿ ..... ಶ್ರೇಣಿಯಲ್ಲಿ

ಉತ್ತೀರ್ಣರಾಗಿ ಪದವಿ ಪಡೆಯಲು ಅರ್ಹತೆಯನ್ನು ಪಡೆದಿರುವ ಬಗ್ಗೆ ಕಾಲೇಜಿನವರು ಅರ್ಹ ಪರೀಕ್ಷಕರಿಂದ

ಮೌಲ್ಯಮಾಪನ ಮಾಡಿಸಿ ಶಿಫಾರಸು ಮಾಡಿರುವುದರಿಂದ 2014 ರ ..... ತಿಂಗಳ ..... ನೆಯ

ದಿನದಂದು ನಡೆದ ಘಟಿಕೋತ್ಸವದಲ್ಲಿ

ಮಾಸ್ಟರ್ ಆಫ್ ಬಿಸಿನೆಸ್ ಎಡ್ಮಿನಿಸ್ಟ್ರೇಶನ್

ಪದವಿಯನ್ನು ಪಡೆಯಲು ಅಂಗೀಕೃತರಾಗಿರುವರೆಂದು ಈ ಮೂಲಕ ಶ್ರುತಪಡಿಸುತ್ತೇವೆ.

*We, the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the  
members of Syndicate and Academic Council of Mangalore University  
do hereby make known that*

**Suman S**

*has been admitted to the Degree of*

**Master of Business Administration**

*at the Convocation held on the ..... 24th ..... day of ..... February ..... 20 14*

*on being duly evaluated by the competent examiners appointed and  
recommended by the college as qualified to receive the same after passing  
the prescribed examination held in the year ..... 2013... and on  
being placed by them in the .... High Second class*



ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಲಾಂಛನದೊಂದಿಗೆ ನೀಡಿದೆ.

Given Under the Seal of the University



16/1





# ST ALOYSIUS COLLEGE (AUTONOMOUS)

MANGALORE-575003

KARNATAKA - INDIA

RE-ACCREDITED BY NAAC WITH 'A' GRADE

RECOGNISED BY UGC AS "COLLEGE WITH POTENTIAL FOR EXCELLENCE"

(AFFILIATED TO MANGALORE UNIVERSITY)

Sl. No. 3902

## Statement of Marks

25 June 2013

### Master of Business Administration (MBA) - Semester IV - Examination - May 2013

(Choice Based Credit Scheme)

Register No : 1116163

Name : SUMAN S



Subjects	Internal Assessment		End Semester Examination		Total		Grade Point	Credits	GP Weights	Result
	Max Marks	Marks Awarded	Max/Min Marks	Marks Awarded	Max/Min Marks	Marks Awarded				
Business Turnaround Management	30	20	70/25	43	100/40	63	6	4	24	Pass
Decision Making Models	30	15	70/25	47	100/40	62	6	4	24	Pass
Elective 4 - Derivatives and Risk Management	30	27	70/25	35	100/40	62	6	4	24	Pass
Elective 5 - Merchant and Investment Banking	30	17	70/25	38	100/40	55	5.5	4	22	Pass
Elective 6 - Visual Merchandising	30	18	70/25	38	100/40	56	5.5	4	22	Pass
Business Consultancy Project	30	18	70/25	61	100/40	79	7.5	4	30	Pass
<b>Grand Total</b>					<b>600</b>	<b>377</b>	<b>-</b>	<b>24</b>	<b>146</b>	
<b>Grand Total in Words</b>			<b>Three Hundred and Seventy Seven</b>							
<b>Semester Aggregate Marks (%)</b>			<b>62.83 % Class: First Class</b>							
<b>Semester Alpha Grade Sign</b>			<b>B+</b>							
<b>Semester Grade Point Average</b>			<b>6.08</b>							

#### CONSOLIDATED STATEMENT OF MARKS

Semester	Total Semester Marks		Percentage(%) Marks	Sem. Alpha Sign Grade	Sem. Credits	Sem. Grade Point Average	Remarks
	Max Marks	Marks Awarded					
First	600	352	58.67	B	24	5.67	
Second	600	360	60	B+	24	5.75	
Third	700	404	57.71	B	28	5.57	
Fourth	600	377	62.83	B+	24	6.08	
Grand Total	2500	1493			100		
Grand Total in Words				One Thousand Four Hundred and Ninety Three			
Percentage of Marks(%)				59.72			
Class				High Second Class			
Alpha Sign Grade				B			
Cumulative Grade Point Average(CGPA)				5.76			

#### CONSOLIDATED STATEMENT OF ADD-ON COURSES

Semester	Subjects/Activity/Courses	Alpha Grades	Result
First Semester	Computer Practicals I	G	Completed
	Rural Exposure Camp	G	Completed
Second Semester	Computer Practicals II	G	Completed
	Gavel Club	G	Completed
Third Semester	Self Study Report	G	Completed
Fourth Semester	Investment Management	S	Completed
V-Very Good      G-Good      S-Satisfactory			



ಮಂಗಳೂರು  
MANGALORE



ವಿಶ್ವವಿದ್ಯಾನಿಲಯ  
UNIVERSITY

ಸಂತ ಆಲೋಶಿಯಸ್ ಕಾಲೇಜು, ಮಂಗಳೂರು  
(ಸ್ವಾಯತ್ತ)

St. Aloysius College, Mangalore  
(Autonomous)

ಮಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಕುಲಾಧಿಪತಿಗಳು, ಸಹ ಕುಲಾಧಿಪತಿಗಳು, ಕುಲಪತಿಗಳು,  
ಸಿಂಡಿಕೇಟ್ ಮತ್ತು ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ತಿನ ಸದಸ್ಯರುಗಳಾದ ನಾವು

ಸುಮನ್ ಎಸ್. ಅವರು

20.11.....ನೆಯ ವರ್ಷದಲ್ಲಿ ನಡೆದ ನಿರ್ದಿಷ್ಟ ಪರೀಕ್ಷೆಗಳಲ್ಲಿ .....ಉನ್ನತ...ದ್ವಿತೀಯ..... ಶ್ರೇಣಿಯಲ್ಲಿ  
ಉತ್ತೀರ್ಣರಾಗಿ ಪದವಿ ಪಡೆಯಲು ಅರ್ಹತೆಯನ್ನು ಪಡೆದಿರುವ ಬಗ್ಗೆ ಕಾಲೇಜಿನವರು ಅರ್ಹ ಪರೀಕ್ಷಕರಿಂದ  
ಮೌಲ್ಯಮಾಪನ ಮಾಡಿಸಿ ಶಿಫಾರಸು ಮಾಡಿರುವುದರಿಂದ 20.12 ರ ಘಟುವಾರಿ..... ತಿಂಗಳ .....ಇಪ್ಪತ್ತಮೂರನೆಯ  
ದಿನದಂದು ನಡೆದ ಘಟಿಕೋತ್ಸವದಲ್ಲಿ

ಬ್ಯಾಚುಲರ್ ಆಫ್ ಬಿಸಿನೆಸ್ ಮ್ಯಾನೇಜ್‌ಮೆಂಟ್  
ಪದವಿಯನ್ನು ಪಡೆಯಲು ಅಂಗೀಕೃತರಾಗಿರುವರೆಂದು ಈ ಮೂಲಕ ಶ್ರುತಪಡಿಸುತ್ತೇವೆ.

*We, the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the  
members of Syndicate and Academic Council of Mangalore University  
do hereby make known that  
Suman S.*

*has been admitted to the Degree of*

**Bachelor of Business Management**

*at the Convocation held on the .....23rd..... day of .....February..... 20 12.....  
on being duly evaluated by the competent examiners appointed and  
recommended by the college as qualified to receive the same after passing  
the prescribed examination held in the year .....2011..... and on  
being placed by them in the High Second class*



ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಲಾಂಛನದೊಂದಿಗೆ ನೀಡಿದೆ.  
Given Under the Seal of the University



**ST ALOYSIUS COLLEGE (AUTONOMOUS)**

MANGALORE-575003

KARNATAKA - INDIA

RE-ACCREDITED BY NAAC WITH 'A' GRADE

**RECOGNISED BY UGC AS "COLLEGE WITH POTENTIAL FOR EXCELLENCE"**

(AFFILIATED TO MANGALORE UNIVERSITY)

Sl. No.

25353

## Statement of Marks

20 May 2011

**B.B.M - Semester VI - Degree Examination - April/May2011**

Register No : 084126  
Name : SUMAN S



Groups	Subjects	Internal Assessment		End Semester Examination		Total		Grade Point	Credits	GP Weights	Result
		Max Marks	Marks Awarded	Max/Min Marks	Marks Awarded	Max/Min Marks	Marks Awarded				
Optional	Investment Management	30	11	70/25	33	100/40	<b>44</b>	4	2	8	<b>Pass</b>
	Auditing	30	15	70/25	37	100/40	<b>52</b>	5	2	10	<b>Pass</b>
	Service Marketing	30	12	70/25	40	100/40	<b>52</b>	5	2	10	<b>Pass</b>
	Cost and Management Accounting - II	30	11	70/25	40	100/40	<b>51</b>	5	2	10	<b>Pass</b>
	Total Quality Management	30	11	70/25	35	100/40	<b>46</b>	4.5	2	9	<b>Pass</b>
	Entrepreneurship Development	30	12	70/25	42	100/40	<b>54</b>	5	2	10	<b>Pass</b>
	Advanced Marketing Management - II	30	12	70/25	38	100/40	<b>50</b>	5	2	10	<b>Pass</b>
	Advanced Human Resource Management-II	30	9	70/25	38	100/40	<b>47</b>	4.5	2	9	<b>Pass</b>

Grand Total

### Grand Total in Words

Three Hundred and Ninety Six

Semester Aggregate Marks (%)

**49,5 % Class: Pass Class**

### Semester Alpha Grade Sign

**C**

Semester Grade Point Average

4.75

### CONSOLIDATED STATEMENT OF MARKS

Semester	Total Semester Marks		Percentage(%) Marks	Sem. Alpha Sign Grade	Sem. Credits	Sem. Grade Point Average	Remarks
	Max Marks	Marks Awarded					
First	850	482	56.71	B	17	5.53	
Second	850	524	61.65	B+	17	5.94	
Third	850	476	56	B	17	5.35	
Fourth	850	503	59.18	B	17	5.71	
Fifth	800	410	51.25	B	16	4.94	
Sixth	800	396	49.5	C	16	4.75	
Grand Total	5000	2791			100		

Grand Total in Words

**Two Thousand Seven Hundred and Ninety One**

Percentage of Marks(%)

55.82

Class

High Second Class

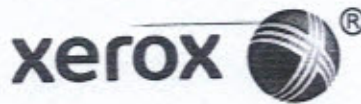
Alpha Sign Grade

B

**Cumulative Grade Point Average(CGPA)**

5.38





**Xerox Business Services India Private Limited**  
(Erstwhile Affiliated Computer Services of India Private Limited)  
Unit A, Ground Floor to 5th Floor,  
Aviator Building, Ascendas ITPB SEZ,  
International Tech Park Bangalore,  
Whitefield Road, Bangalore - 560 066  
Tel +91.80.41190100  
Fax +91.80.41190198

**August 19, 2015**

**Suman Shivan**  
XBS/HR/P14404/2015

**Relieving Letter**

Dear Suman,

This has reference to your resignation from the services of Xerox Business Services India Pvt. Ltd.

With regret, we accept your resignation and you are relieved from the services of the company with effect from the close of business hours of **July 02, 2015**.

Your accounts, if any, will be settled in accordance with the rules of the Company.

Below are your service particulars at the time of relieving with Xerox Business Services India Pvt Ltd,

Name	: Suman Shivan
Designation	: Associate
Date of Joining	: December 05, 2013

Yours Sincerely,

**For Xerox Business Services India Pvt. Ltd,**

**Anitush Niranjana**  
Senior Manager – Human Resources



**MCF**

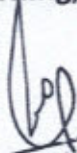
Mangalore Chemicals &amp; Fertilizers Limited

HRD:TRG:2013

24<sup>th</sup> April 2013**C E R T I F I C A T E**

This is to certify that Mr. Suman S, Student of MBA, bearing Register No. 1116163, at St. Aloysius Institute of Management and Information Technology, Madoor, Mangalore has undergone Project Work on 'Effects of Government Regulation on Naphtha with Special Reference to MCF, Mangalore,' from 06-02-2013 to 24-04-2013 in our Organisation.

During the period of his Project Work, he has been found to be keen in learning, hard working and displayed good conduct & character.

  
P. SURESH 24/4/13  
MANAGER - HR

**Works:**

Panambur, Mangalore-575 010, INDIA  
Tel: +91 (0) 824 2220600, Fax: +91 (0) 824 2407938  
admin\_wo@mangalorechemicals.com  
www.mangalorechemicals.com







**PIO MALL**

**First floor**

**Karngalapady**

**Manglore-575004**

**Email: digisoftmang@gmail.com**

**Phone: +91-9632165542, 0824-2421456**

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Date: 20.08.2013

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Mr. SUMAN S S/o. P. Shivan Pandiyan was working with DIGISOFT as Business Development Executive from June 2011 to July 2013. He was hard working and dedicated employee and did complete justice to his position for the time period he served.

I found MR. SUMAN.S was passionate in his work. He has very good Marketing skills, and his work had high precision.

I wish him good luck for all his future endeavors, on behalf of the company.

Thanking you,

Digisoft  
PIO MALL First floor  
Karngalapady Manglore-575004  
0824-2421456



Date 31<sup>st</sup> July 12

Place: Bangalore

**TO WHOMSOEVER IT MAY CONCERN**

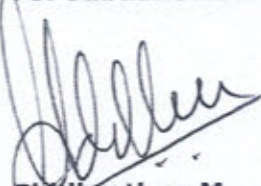
This is to certify that Mr. Suman S bearing Reg. No. 1116163, student of ST Aloysius College (Autonomous), Mangalore at AIMIT, Beeri has completed his summer internship towards the partial fulfillment of the requirements for the course of Master of Business Administration (MBA) in our organization.

He has worked as a Summer Intern from June 11<sup>th</sup> 2012 to July 31<sup>st</sup> 2012 on the topic "Understanding customer perception, expectations and buying pattern of fairness creams in TOTAL SUPERSTORE".

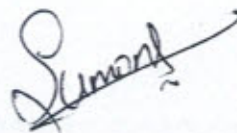
He has discharged the responsibilities to the satisfaction of her/his superiors and fellow workers. His conduct and character was good during the period of internship.

We wish him good luck.

**For Jubilant Retail,**



**Siddharthan M**  
**Vice President - Human Resources & Admin**



**Intern's Signature**

**A Jubilant Industries Company**

OUR VALUES



**Jubilant Retail**

(A Division of Jubilant Agri and Consumer Products Ltd)  
Suryodai Complex,  
#7, New No.143,  
Kodihalli, Old Airport road,  
Bangalore - 560 008  
Tel: +91 80 40205800  
Fax: +91 80 49131888  
Email: customer\_care@m2sin.com

Regd Office:  
Plot No. 1A, Sector 16A,  
Institutional Area,  
Noida - 201 301, UP, India  
Tel: +91 120 2516601-11  
Fax: +91 120 2516629