



# G. GHEEWALA

H.O.: 202-A, Bombay Market, 2nd Floor, Tardeo Road, Mumbai, 400 034. INDIA  
Tel.: +91-22-66665353 (30 Lines) Fax : +91-22-66665363 / 66665364, E-mail : info@ggheewala.com

B.O.: 40/1, Bellary Main Road, Ganganagar Market, Bangalore - 560 032. INDIA  
Tel.: +91-80-2343 2780, Fax : +91-80-2333 9969 . Website : www.ggheewala.com (WE HAVE NO SUB AGENT)

ISO 9001:2008  
BUREAU VERITAS  
Certification



HUMAN RESOURCES CONSULTANTS

## APPLICATION FOR OVERSEAS EMPLOYMENT

Folder No. \_\_\_\_\_

Ref. By : \_\_\_\_\_

Date : / / 20

### INTERVIEW REMARKS (FOR OFFICE USE)

AFFIX COLOUR  
PHOTOGRAPH WITH  
WHITE BACKGROUND  
4" x 6" CM

(WRITE IN BLOCK LETTERS OR GET TYPED)

#### A. PERSONAL DETAILS :

POST APPLIED : \_\_\_\_\_

NAME : \_\_\_\_\_  
(Surname) (First) (Middle)

Name : Father's \_\_\_\_\_ Mother's \_\_\_\_\_ Grand Father's \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_ Age \_\_\_\_\_ Single  Married

Wife's Name \_\_\_\_\_ Children / Dependents \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Religion \_\_\_\_\_ Blood Group \_\_\_\_\_ Aadhaar No. \_\_\_\_\_

#### B. PASSPORT DETAILS :

Passport No. \_\_\_\_\_ Date of Issue \_\_\_\_\_ Place of Issue \_\_\_\_\_ Expiry Date \_\_\_\_\_

I will travel within \_\_\_\_\_ days, OLD PP NO \_\_\_\_\_ Passport \_\_\_\_\_ ECNR  ECR

#### C. EDUCATIONAL CREDENTIALS

Education	University	Year	Grade / Percentage

Present Address & Contact Details: \_\_\_\_\_

Tel : \_\_\_\_\_  
Tel : \_\_\_\_\_

☎ \_\_\_\_\_  
E-mail : \_\_\_\_\_

D. DO YOU HAVE DRIVING LICENCE- YES  NO  If Yes - Heavy  Light  Other   
 Gulf  KSA  UAE  Qatar  Oman  Bahrain  Valid Upto \_\_\_\_\_

E. EXPECTED SALARY RS.: \_\_\_\_\_

Total Work Exp \_\_\_\_\_ India \_\_\_\_\_ yrs. Overseas \_\_\_\_\_ yrs.

**YOUR EMPLOYMENT EXPERIENCE DETAILS (TO BE FILLED COMPULSORY)**

S.NO.	Local Employer Name Address and Telephone No.	Position Held	Salary	Period		Reason for Leaving
				From	To	
1						
2						
3						
4						
5						

F. DO YOU HAVE SAUDI / GULF EXPERIENCE ? YES  NO

I) Do You Have exit proof ? YES  NO

S.NO.	Overseas Employer Name Address and Telephone No.	Position Held	Salary	Period		Reason for Leaving
				From	To	
1						
2						
3						
4						
5						

**H. Please Furnish Your Reference Detail**

Reference \_\_\_\_\_ Tele \_\_\_\_\_ Relation \_\_\_\_\_  
 Reference \_\_\_\_\_ Tele \_\_\_\_\_ Relation \_\_\_\_\_

**I. OATH Declaration**

I hereby solemnly affirm us under that:

- The documents submitted by me are genuine and true, the attestation of my certificate by the concerned department HRD, MEA is legal and genuine.
- That I authorize G. GHEEWALA HRC to submit my original certificates for the attestation by Saudi embassy for the Purpose of endorsement of my employment visa by the Saudi consulate / other consulates.
- I here by declare that I do not have any legal / criminal proceedings against me in any civil court/criminal.
- I am applying to G. GHEEWALA HRC for an overseas employment with the consent of my family.
- I hereby OATH and declare that If after the completion of my Medical exam formalities /MOFA registration online fees, traveling reimbursement; AND/OR After the acceptance (any visa category available with the company) issuance of my arrival visa / renewal / extension of my visa; AND/OR upon attestation of documents fees; AND/OR Upon issue of my joining air -ticket, I decline the offer for whatsoever

- reason-personal / family/official/other, Then I agree that I am liable to pay G Gheewala HRC all the charges, costs and expenses which arise for the above and also the service charges as levied by G Gheewala HRC, which I had agreed to pay. In case of a free recruitment, all expenses/ charges/fees would have been borne by the client on my joining. On my declining of candidature, I agree to pay such charges / expenses / fees arising thereof to G GHEEWALA HRC.
- I hereby declare that I will be fully responsible if resign my current job in India after applying for the overseas jobs.
  - I do hereby agree that G.GHEEWALA HRC is not responsible for the security of my original document, If the same are misplaced by courier / unforeseen happenings.
  - I hereby agree that if I am selected / rejected in interview, I will collect documents within 90 days or validity of the VISA if renewal from G. GHEEWALA HRC and I further agree that G. GHEEWALA HRC is not responsible for the security of original documents if I have not taken given back under the stipulated time.
  - In case I am selected for a company through G.GHEEWALA HRC and my necessary requirements formalities are in process, I shall not, under any

- circumstance or opportunity, accept an offer from another company (through GGHRC OR other).
- In case I decline the offer at a later stage after the visa is endorsed, then I do accept that visa cancellation procedure would take 90-days, after my conformation for withdrawal. I am also willing to pay the visa cancellation & attestation charges. (Refer para 5).
  - In case, I take the passport with the visa endorsed on it and do not travel, then I am liable for the legal consequences arising thereon.
  - I hereby declare that if incase I sent back to India due to, medical problem or any other reason G. Gheewala HRC will not be responsible for same.
  - I hereby OATH and declare that I have read and understood the above and have been explained to me in local language. Incase I do not abide on any of the above, I will be liable for any legal, consequences arising
  - I don't have any criminal proceeding with my previous employer or any problem in middle east countries. if i am found black-listed i am responsible for this not GGHRC.

Date \_\_\_\_\_ Thumb Impression \_\_\_\_\_ Name & Signature as in the Passport \_\_\_\_\_

Kindly enclose your career history sheet (Typed Bio-Data on A4 Size), attached with two sets Copies of Passport, Experience certificate till date, qualification Certificate Copy's etc. Minimum Validity of Passport Should be Nine Months for visa endorsement. This application and attached copies is not returnable & incomplete forms will not be considered.

Permanent Address \_\_\_\_\_

Nearest Post Off : \_\_\_\_\_ Pin \_\_\_\_\_

Tel : 


E-mail : 




**G. GHEEWALA**  
HUMAN RESOURCES CONSULTANTS



## CANDIDATE ADDITIONAL DETAILS REQUIRED

1. Candidate Name (First-Middle-Surname) Mr. \_\_\_\_\_
2. Position Applied for : \_\_\_\_\_
3. Job Code: \_\_\_\_\_ 4. Company Name : \_\_\_\_\_
5. Candidate Skype Id : \_\_\_\_\_

## EDUCATION CREDENTIALS

Education Qualification	Full Time/ Part Time	Is attested by Saudi Embassy (Yes/No)
(Highest)		
(Second Highest)		
(Any Other)		
(Any Other)		

## PASSPORT DETAILS

1. Passport Number : \_\_\_\_\_
2. Passport Type:  
Emigration Check Required (ECR)   
Emigration Check Not Required (ECNR)
3. ECNR Done in India or Outside India: \_\_\_\_\_
4. Passport is Handwritten/ System Generated : \_\_\_\_\_
5. How many Old/Expired Passport/s do you have : \_\_\_\_\_

(WE HAVE NO SISTER CONCERN COMPANY)



**G.GHEEWALA**  
HUMAN RESOURCES CONSULTANTS



### VISA STAMPED DETAILS

- Which all countries you have travelled on Employment Visa:

\_\_\_\_\_

- You have Original Exit Paper or System Generated/ Online: \_\_\_\_\_

Type of Visa (Employment / Visit Visa)	Visa Stamped Date (DD-MM-YYYY)	Visa Category Stamped	When you returned back to India on Final Exit (DD-MM-YYYY)

### NOTICE PERIOD & DETAILS FOR TRAVELLING

- What is your Notice Period in Current Company: \_\_\_\_\_
- After your visa stamping, in how many days you will be travelling and joining the Company: \_\_\_\_\_
- What will be the Port of Origin or Nearest International Airport for your travel :  
\_\_\_\_\_

Declaration:

I, Mr. \_\_\_\_\_ hereby solemnly affirm that the details provided and the documents submitted by me are genuine and true.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Thumb Impression: \_\_\_\_\_ Contact Number: \_\_\_\_\_

(WE HAVE NO SISTER CONCERN COMPANY)