



**SNS Datascribe & Software (P) Ltd.,**

**MT Resume Format Experienced Professionals**

1. Date of filling this application in dd-mm-yyyy (24-Apr-2006) format :
2. How do you want to work with us? Say yes or no against each of the below options :

Full time – in house	
Full time – in house and also from home	
Home based only	

3. Your name :
4. Gender/sex :
5. Marital status :
6. Date of birth in dd-mm-yyyy (24-Apr-2006) format :
7. Father's name :
8. Your present postal address :
9. Your permanent postal address :
10. Mobile number (if any)v :
11. Land telephone number :
12. Primary e-mail ID = :
13. Secondary e-mail ID (if any) :
14. Details of your educational qualification :

#	Details of academics	Name of College/Institute & University
1		
2		
3		

15. Details of MT institute you were trained at :  
(Name & Location)
16. Duration of MT training :  
Company currently employed at: \_\_\_\_\_ Since: \_\_\_\_\_ April 2006 format  
Current designation: \_\_\_\_\_ Since: \_\_\_\_\_ format
17. Assuming an average voice quality, number :  
of lines you can transcribe in an 8 hour shift
18. Assuming an average MT quality, number :  
of lines you can edit in an 8 hour shift:
19. Current Remuneration : Expected Remuneration:
20. On being selected, the earliest possible :  
date you intend to join us, including any notice period that you might have to serve your present MT company, in dd-mm-yyyy (24-Apr-2006) format.
21. Details of previous work experience related :  
to the Medical Transcription industry only in ascending order (list latest first):

Designation	Company	Period of Employment		Exp In Months	Location
		From ( Month-Year )	To (Month-Year )		

22. How did you come to know about SNSDSL. :

Newspaper Advertisement	Which newspaper →	
SNSDSL website	How did you find SNSDSL website →	
Referral	Give the name of the person and where he works →	
Others	If none of the above, then give details as to how you came to know about us →	

23. Did you try for a job with us? :

24. If yes, then tell us when you applied? :

25. If yes, then tell us where you applied? :

26. Please explain what happened with your previous interview with us? :

27. Briefly explain your strengths and weaknesses as an MT professional. :

28. Briefly describe your plans and aspirations in the MT profession, and how you plan to achieve the same. :

29. Please explain in detail as to why you are looking for a change from your present MT company. :

30. Please provide any other information which you may feel will help us in evaluating your candidacy for the position applied. :

31. We now request you to provide 5 of your MT friends' e-mail ID and phone number so that we can invite them to be a part of us. :

#	Name of the MT friend	E-mail ID	Phone #
1			
2			
3			
4			
5			

**Signature of Candidate**

I certify that the information I have given is complete and accurate.

Signed \_\_\_\_\_ Date \_\_\_\_\_