

DIGNITY - SECOND CAREERS

Job Counselling And Placement

EMPLOYER ENROLMENT FORM

(Please use a separate form for each vacancy)

DIGNITY SECOND CAREERS is being promoted by DIGNITY FOUNDATION with a view to providing job opportunities for productive living for both men and women who are 50 or above. We specially encourage women to come forward to utilise this service. We strive to give complete assistance in second career placements. For this service we charge one month gross salary to the employer to be paid after our candidate joins your organisation. Cheques to be drawn in favour of Dignity Foundation.

Please fill in block letters * . Insert √ where applicable.

ABOUT YOUR ORGANISATION

Name : _____
Address : _____
City : _____ Pincode : _____ Tel : _____ Fax : _____
Name of contact person : _____
Working Hrs : _____ Weekly Holidays : _____
Number of persons employed : _____

ACTIVITY

Brief Description of business of your Organisation

JOB REQUIREMENTS

Designation : _____ Location : _____
Employee preference : Male Female.
Type of work :
 Field work Office Job Managerial Supervisory Clerical.
Gross salary offered (approx) Rs. _____ p.m (please indicate amount).
How soon do you need the vacancy to be filled : 2 weeks 1 month 2 months.
Duration of Employment : Temporary (___ months) Long term (___ years)
 Permanent Part time
Job requires travel :
Within city Yes No Mode of travel
To other cities Yes No No of days in month
Specific skill / experience required : _____
Job Description : _____

We agree to pay one month gross salary to Dignity Foundation for the employee sent by them.

Date: _____

Signature : _____

Mail to : Dignity Foundation, BMC School Building, Topiwala Lane, opp Lamington road
Police station, Grant Road (E) , Mumbai – 400007, Phone : 23898079 / 82.