



Details of Appointment: (For office use only – Do not write on this page)

Name	E. SUNIL KUMAR
Salary — CTC	18,000/- + 6500/- advance incentives
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month <input type="checkbox"/> As per actuals
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. 299 per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF <input checked="" type="checkbox"/> PF & ESI included in above salary
Probation Period	<input type="checkbox"/> 3 months <input type="checkbox"/> Nil <input checked="" type="checkbox"/> 6 MONTHS
Salary revision	<input type="checkbox"/> After 3 months <input type="checkbox"/> Next April - 2015 (2000 depending on performance)
Employee company	GREENWOOD LAKESIDE (HYDERABAD) LLP
Designation	SR. SALES MANAGER.
Site	GLS
Date of joining	20-11-2014.
Report to	MD ANAND MEHTA
Commitment	Committed to work for at least 02 yrs.
Documents required	<input checked="" type="checkbox"/> 4 photographs <input type="checkbox"/> Copy of school certificates <input checked="" type="checkbox"/> Copy of degree certificates <input type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Surety from _____ <input checked="" type="checkbox"/> Surety from _____ <input checked="" type="checkbox"/> 1 yr bank statement _____ <input checked="" type="checkbox"/> Reference letter from _____ <input checked="" type="checkbox"/> Service Certificate from Pragathi, Max life, Laxmi Surtugas. <input type="checkbox"/> Other Vijay Kiran Marketing Pvt Ltd <input type="checkbox"/> Other _____
Remarks	Through Advertisement

Approved by Manager - HR & Admin.		Approved by Managing Director	
Date:	19-11-2014	Date:	
Sign:	<i>[Signature]</i>	Sign:	<i>[Signature]</i>

APPROVED BY
 20 NOV 2014
 SOHAM MODI
 MANAGING DIRECTOR

Remarks by Admin.: (For office use only – Do not write in this box)

Background – Personal	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Background – Work	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor <i>hire and train</i>
Personality	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Appearance	<input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor
Communication skills	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input checked="" type="checkbox"/> Short list & decide later
Recommended salary	

*Communication Skill good,
 Having 3 years experience in Real Estate,
 Can join immediately, having good ^{contact with} experience.
 May take one month to know the Real Estate business
 to grasp, ok*

Remarks by Divisional Manager: (For office use only – Do not write in this box)

Relevant experience	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Knowledge of subject	<input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input checked="" type="checkbox"/> Short list & decide later
Recommended salary	

*- having a little bit of exposure to real estate
 but only for plots.
 - having good exposure in sales.*

Remarks by MD (For office use only – Do not write in this box)

Recommendation	<input type="checkbox"/> Employ <input type="checkbox"/> Reject <input type="checkbox"/> Short list & decide later
Recommended salary	

*looks good. Can employ. by 19/11/14.
 has strong data base
 Good market knowledge.
 Hard working need to be polished & Trained
 Can be used.*

Offer Details

Salary offered		Date of joining	
Remarks:			

OR ~~19800~~
OR ~~6500~~ ~~Dir~~

through Ad

Bio-Data

Note: Attach copy of Resume / Bio-data

Application for post of	Sr. Sales Manager		
Date of application	17-11-2014		
Application through	<input checked="" type="checkbox"/> Advertisement	<input type="checkbox"/> Referred by:	

Personal Details

Name	SUNIL KUMAR EMINENT		
Age	39 years	Date of Birth	17-01-1975
Fathers Name	CH. SAMBAIAH EMINENT		
Address for Correspondence	PLOT NO: 37/B, Sai Ram Nagar colony, KAPRA, ECIL-POST, Sec'bad - 500062		
Phone & Mobile	9550620623		
Permanent Address	C-BLOCK, FLAT NO: 6, Ram Mohan Enclave, Bhanani Puram, VIJAYAWADA-		

Education

Degree (PG)	-		
Name of college			
Location			
Course type	<input type="checkbox"/> Regular Course <input type="checkbox"/> Correspondence Course		
Year of completion		Medium of Instruction	
Percentage marks		Category	SC / ST / BC / Open

Degree	B.A. - Osmania University		
Name of college	VIJAYA SHANTI COLLEGE		
Location	VIJAYAWADA		
Course type	<input type="checkbox"/> Regular course <input checked="" type="checkbox"/> Correspondence Course (EXTERNAL)		
Year of completion	1995	Medium of Instruction	ENGLISH
Percentage marks	62%		

Name of Inter/ Jr. College	G.F. college,		
Location	Repalle.		
Year	64% 1992	Medium of Instruction	ENGLISH

Name of school	S.T.R.H. School,		
Location	VIJAYAWADA		
Year	62% 1990	Medium of Instruction	ENGLISH

Description of other courses or training	PGDCA in computers - GIT - Amrapet
	Networking in computers - GIT - Amrapet

Computer Skills:

MS Office	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Word	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Excel	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Auto CAD	<input type="checkbox"/> Good <input type="checkbox"/> Average <input checked="" type="checkbox"/> Poor
Other	

Two Wheeler / Car:

Make	Honda-Shive	Year	2013
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Family Details:	Name	Age	Occupation	Company
Father	E. Ch. Sambiah	62 yrs	EX-A.P.S.R.T.C. Superintendent	A.P.S.R.T.C. Retired
Mother	E. Vinjala	57 yrs	Housewife	—
Wife / Husband	E. Rekha Devi	34 yrs	Teacher	CALPS. (mother)
Brother / Sister	E. Raj Kumar	41 yrs	Own business	Bulk drugs
Brother / Sister	E. Subheel Kumar	40 yrs	Own business	Pharma values plates
Brother / Sister	—	—	—	—
Son / daughter	E. Athishy	8 yrs	4 th standard	CALPS.
Son / daughter				
Son / daughter				

Salary Details :

(Copy of 1 yr bank statement form salary account will have produced at time of employment)

Last Drawn Salary	3.75 lacs per annum 31,000/- 2014		
Does the above salary include:	ESI: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	- For last drawn Salary.
	Conveyance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Expected Salary	As per company norms. Negotiable		

Surety:

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Surety 1:	Name	M. Swamy	Company	BHEL
	Designation	Supervisor	Your Relation	Father-in-law
Surety 2:	Name	Dr. Madhavi	Company	Yashoda Hospital
	Designation	ENT Specialist	Your Relation	Cousin

Commitment

Can you commit to work for a minimum of 2 years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Experience & Employment Details:

Years of experience in relevant field	3 years				
Name of Company	Paragati group of companies ^{Fair-hand} ^{Shilla}				
Duration of employment	3 yrs	From date:	2008	To date:	2011
Location	Jubilee Hills.				
Designation	Marketing Manager - Filed				
Last drawn salary	3 lacs				
Number of employees in the company / branch?	40 emp.	Number of employees in your dept. or division?	24 employees		
Brief description of work handled by you.	I have to handle 3 executives, with their soft ware updations, site visits, followups & closings.				
Reason for leaving	Better employment.				

Target Per Annum 12 lacs

Remarks: (For office use only – Do not write in this box)

Target 12 Per Annum, company used to give lead & Target was achieved along with Team member					

Name of Company	MAX Life Insurance				
Duration of employment	1 yrs	From date:	2013	To date:	2014
Location	Secunderabad.				
Designation	Agency Development Manager				
Last drawn salary	3.75 lacs per year				
Number of employees in the company / branch?	6,000/150	Number of employees in your dept. or division?	150 employees		
Brief description of work handled by you.	I have to develop my own agency team training in the field & office, closings with them.				
Reason for leaving	I started my own business. Pharama talva L				

Remarks: (For office use only – Do not write in this box)

Target to give 5 agent P/m					
left job on march 2014 & done business of talva along with brother & due to personal reasons left dropped in 8 months					

Name of Company	Laxmi Enterprises - ^{→ DSA} Reliance Telecom ^{modem, post pay etc}				
Duration of employment	1 yrs	From date:	2011	To date:	2012
Location	Kukatpally.				
Designation	Sr. Sales Manager ^{Field}				
Last drawn salary	3.4 lacs per annum				
Number of employees in the company / branch?	50	Number of employees in your dept. or division?	12		
Brief description of work handled by you.	I have to handle entire office with back office staff three and sales managers executives 10. yearly turn over 1 cr.				
Reason for leaving	Better employment				

Remarks: (For office use only - Do not write in this box)

No target, only develop Business	

Name of Company	Vijay Kisan Marketing Pvt. Ltd. ^{DSA}				
Duration of employment	3 yrs	From date:	2005	To date:	2008
Location	Begumpet				
Designation	Team Manager - SBI credit cards				
Last drawn salary	2.8 lacs per annum				
Number of employees in the company / branch?	200	Number of employees in your dept. or division?	25		
Brief description of work handled by you.	I have to handle my ^{direct} team of 25 with 3 more back office support and 5 more tele callers.				
Reason for leaving	Better employment				

Target 20 card / day

Remarks: (For office use only - Do not write in this box)

Target 20 card / day with sub-ordinate	
Target achieved	

Ask for additional sheets if required.

E.Sunil Kumar
Mobile : 9550620623
E-mail : sunil.emineni@gmail.com

Objective

To work for a potential employer who would explore my capabilities to the fullest to generate the rapid revenue to the organization.

WORK EXPERIENCE :

- ❖ Worked as an **Agency Development Manager – MAX Life Insurance Com. Ltd.** at Secunderabad from Jan' 2013 to Feb' 2014.
- ❖ Worked as a **Sr.Sales Manager – Laxmi Enterprises telecom services** at Kukatpally in Hyderabad from Feb' 2011 to Dec' 2012.
- ❖ Worked as a **Marketing Manager (Sales in Banquets & Farm Lands)** for **Pragati Group of Companies (Corporate Office)** at Jubilee Hills in Hyderabad from Mar' 2008 to Jan' 2011
- ❖ Worked as an **Team Manager** for **SBI Credit Cards (Vijay Kiran Marketing Pvt. Ltd.,)** at Ranigunj in Hyderabad from Mar' 2005 to Feb' 2008.
- ❖ Worked as an **M.T. (Sales in Banquets)** at **Country Club** in Hyderabad from Dec' 2000 to Mar' 2005.
- ❖ Worked as **Branch Development Incharge** for **Asra India Pvt. Ltd., (Para Banking sector)** at Kothapet in Vijayawada from Oct' 1996 to Nov' 2000.

Roles & Responsibilities as Branch Development Incharge in Asra India Pvt. Ltd.,

- ❖ Worked as a Branch Development Incharges for Retail Sales in Para Banking sector.
- ❖ I was to generate the Revenue through daily, monthly and fixed deposits.
- ❖ Recruit the new staff, Trained them. I got the business from them with team work.
- ❖ Provided constant support to the team and maintain all the sales related documents of the team.

Major Achievements in Asra India Pvt. Ltd.,



210858

SECONDARY SCHOOL CERTIFICATE

55/10/017/4334

Certified that		EMINEMI SUNIL KUMAR		bearing	
R. No.	0760753	Son/Daughter of		CH. MAHAIAH	
and belonging to		PRIVATE		appeared	
at the SSC EXAMINATION held in		APRIL 1990		and PASSED the Examination in	
SECOND		Division with		ENGLISH as the medium of instruction.	
The Date of Birth of the Candidate is					
DATE OF BIRTH		DAY	MONTH	YEAR	
17/01/1975		ONE	SEVEN	JAN ONE NINE SEVEN FIVE	
The Candidate Secured the following Percentage of marks					
FIRST LANG	MARKS	THIRD LANG	MARKS	MATHEMATICS	MARKS
TELUGU	53*	ENGLISH*	54*	MATHEMATICS	66
GENERAL SCIENCE	39*	SOCIAL STUDIES	53*	TOTAL (in Figs)	265
TOTAL (in Words) * TWO HUNDRED AND SIXTY FIVE *					
SECOND LANGUAGE		HINDI		* FORTY FIVE *	
Marks of Identification					
1	(-) mole above left arm pit				
2	(-) small mole on chest				
Head of Institution		 Headmaster, B. P. S. HIGH SCHOOL VILLYAWADA - 520 001			
Date of issue		10/06/1990			
HYDERABAD		Addl. Jt. Secretary			
		Board of Secondary Education			
The marks with the asterisk indicate the marks secured in the Previous Examination.					

Digitized by eGangotri

Board of Intermediate Education

HYDERABAD (A.P.)



PASS CERTIFICATE-CUM-MEMORANDUM OF MARKS

THIS IS TO CERTIFY THAT

SUNIL KUMAR EMINENT

SON/DAUGHTER OF CH SAMBAIAH

U.S.E

WITH REGISTRATION NUMBER

122014

PASSED THE

INTERMEDIATE EXAMINATION HELD IN

MARCH

1992

AND WAS PLACED IN

FIRST DIVISION

THE SUBJECTS IN WHICH THE CANDIDATE WAS EXAMINED AND THE MARKS

SECURED WERE

MEDIUM: ENGLISH

-034230

SUBJECTS	PAPER-I		PAPER-II	
	MAXIMUM MARKS	MARKS OBTAINED	MAXIMUM MARKS	MARKS OBTAINED
PART-1: ENGLISH	100	055	100	042
PART-2: (TELUGU)	100	047	100	043
PART-3: OPTIONAL SUBJECTS				
BOTANY THEORY	60	043	60	045
BOTANY PRACTICAL			30	029
ZOOLOGY THEORY	60	032	60	024
ZOOLOGY PRACTICAL			30	029
PHYSICS THEORY	60	042	60	032
PHYSICS PRACTICAL			30	026
CHEMISTRY THEORY	60	046	60	039
CHEMISTRY PRACTICAL			30	030
GRAND TOTAL				
IN FIGURES	IN WORDS			
604	***SIX* *ZERO***FOUR****			

Signature of the Principal
and College Seal
PRINCIPAL
GOVT JUNIOR COLLEGE
REPALLE - 522 205.
Guntur (Dt.)

Signature
Joint Deputy Secretary
(Examination:)

DATE 09-05-92



OSMANIA UNIVERSITY EXTERNAL EXAMINATIONS
OSMANIA UNIVERSITY

PROVISIONAL CERTIFICATE AND CONSOLIDATED MARKS MEMORANDUM

NAME : SUNIL KUMAR EMINENI S. No. 469
 ADDRESS: A P H B COLONY
 P NO 6, BLOCK NO 3B
 NIG BHAVANIPURAM
 VIJAYWADA PIN: 520012

This is to certify that SUNIL KUMAR EMINENI
 Son/Daughter of M. SAMBATH EMINENI was declared to
 have passed the B.A. MARCH/APRIL 1995 Examination after qualifying in the following subjects
 with Roll No. 081148

SUBJECTS PART-I	MAXIMUM MARKS	PASS MARKS	MARKS SECURED	YEAR
1. ENGLISH	200	72	93	PASS
2. TELUGU [SECOND LANGUAGE]	200	72	141	PASS

TOTAL MARKS SECURED IN PART-I] IN FIGURES: 234 DIVISION SECOND
 IN WORDS : -- TWO THREE FOUR --

SUBJECTS PART-II (OPTIONALS)	MAXIMUM MARKS	PASS MARKS	MARKS SECURED	YEAR
POLITICAL SCIENCE	300	108	179	PASS
2. PUB. ADMINISTRATION	300	108	110	PASS
3. SOCIOLOGY	300	108	146	PASS

TOTAL MARKS SECURED IN PART-II] IN FIGURES: 443 DIVISION SECOND
 IN WORDS : -- FOUR FOUR THREE --

HYDERABAD - A.P.

Dated: 21-8-95 *JW*

[Signature]
For REGISTRAR



January 21, 2013

Sunil Kumar Eamyneni
HYD1526
Hyderabad - GO3

Dear Sunil,

We are pleased to appoint you as **Agency Development Manager**, in Band 4, in Max Life Insurance Company Limited ("MaxLI") with effect from **January 21, 2013**. Your initial place of posting would be **Hyderabad - GO3**, reporting to the Managing Partner.

Congratulations and Welcome to the MaxLI family!

The terms and conditions of your employment with MaxLI are as follows:

1. Compensation and Benefits

Your Base Salary is Rs. **112,500/-** per annum.

You would be entitled to House Rent Allowance (HRA) of upto a maximum of Rs **56,250/-** per annum.

You will be entitled to Leave Travel Assistance as per Company Policy and Regulations.

The Company, at its discretion, may pay you other allowances from time to time.

Taxes at source will be deducted as per provisions of the Income Tax Act, 1961.

2. Probation

You will be on probation for a period of six months from the date of your joining services. On completion of this period, you will be **deemed to be confirmed, unless the Company extends your probation, in writing, within a month from the date of completing six months in the organisation. In case your probation is not extended within the said period, you will automatically be considered a confirmed employee and no letter to that effect will be issued.**

MAX LIFE INSURANCE CO. LTD.
90 A, Sector 18, Udyog Vihar, Gurgaon - 122 015.
www.maxlifeinsurance.com

Registered Office: Max House, 3rd Floor, 1 Dr Jha Marg, Okhla, New Delhi - 110 020, India.

A Max India and MS Joint Venture



Sunil Kumar Eamyneni
HYD1526
Hyderabad - GO3

3. Notice Period

In the event of resignation, during probation period, you are required to give 15 days of notice and after confirmation of your employment, you will be required to give 30 days of notice. Failure to give such notice or quitting before the expiry of such notice, shall result in forfeiture of the proportionate total employee cost ("TEC") then in effect, in lieu of such notice. Also, the said notice period cannot be adjustable against accrued leave

4. Retirement Benefits

You will be entitled to participate in the Company's Provident Fund Program from the date of your joining. If you are already participating in a Provident Fund Scheme you may transfer your Provident Fund balances and participate in the Company's Provident Fund Program from the date of your joining. You will also be entitled to Gratuity as per the Payment of Gratuity Act.

5. Retirement Age

The retirement age is 58 years.

6. General

At all times, your appointment shall be subject to your successfully clearing any background checks which may be carried out by MaxLI or any external agency appointed for such purpose from time to time.

The Terms & Conditions of your employment are strictly confidential between you and MaxLI and may not be disclosed to or discussed with anyone.

Should you remain absent from work, without any reasonable explanation or information, for more than seven (7) consecutive days, it will be presumed that you are no longer interested in working for MaxLI and have **abandoned** its services, thereby terminating your employment. In such a case, you will NOT be entitled to any statutory or other compensation commencing from the first day of your absence from work.

Shaitesh Kumar Singh

MAX LIFE INSURANCE CO. LTD.
90 A, Sector 18, Udyog Vihar, Gurgaon - 122015.
www.maxlifeinsurance.com

Registered Office: Max House, 3rd Floor, 1 Dr Jha Marg, Okhla, New Delhi - 110 020, India.

 **A Max India and  MS Joint Venture**



Sunil Kumar Eamyneni
HYD1526
Hyderabad - GO3

Any incentive / bonus / salary increments is payable only if you are on the rolls of MaxLI at the time of such payout and NOT serving notice period.

During the course of your employment with MaxLI, you will be bound by MaxLI's employment Terms & Conditions and it is mandatory on your part to sign the "Terms & Conditions" enclosed herewith, and accepting the same.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

We welcome you to MaxLI and wish you a long rewarding career.

Sincerely Yours,

SHAILESH KUMAR SINGH
DIRECTOR & CHIEF PEOPLE OFFICER

I, SUNIL KUMAR EAMYNENI hereby accept employment on the Terms and Conditions mentioned in the above letter of appointment.

SIGNATURE

Hyderabad
PLACE

4/4/2013
DATE

MAX LIFE INSURANCE CO. LTD.

90 A, Sector 18, Udyog Vihar, Gurgaon - 122 015
www.maxlifeinsurance.com

Registered Office: Max House, 3rd Floor, 1 Dr Jha Marg, Okhla, New Delhi - 110 020, India.

A Max India and MS Joint Venture

Sunil Kumar Eamyneni
HYD1526
Hyderabad - GO3

Strictly Confidential

Sunil Kumar Eamyneni

Date of Joining : January 21, 2013
Place of Posting : Hyderabad - GO3

Designation : Agency Development Manager

Band : 4

Base Salary

112,500

Rs. (p.a.)

HRA

56,250

Conveyance

9,600

Provident Fund

13,500

Gratuity

5,400

Special Allowance (Incl. Medical & LTA)

177,750

TOTAL EMPLOYEE COST

375,000



Pay Slip for: February, 2013

Name	: Sunil Kumar Eamyneni	ID	: HYD1526
Designation	: Agency Development Manager	Department	: Agency Sales - South
Unit	: Hyderabad - GO3	Working Days	: 28
Bank Ac No	: 913010005894082		
PF No	:		

Earnings	For Month	Arrears	Total	Deductions	For Month	Arrears	Total
Lunch Allowance	515.00	183.00	698.00	Professional Tax	200.00		200.00
Conveyance	800.00	284.00	1,084.00	Provident Fund	1,125.00	399.00	1,524.00
Field Allowance - Agency Sales	3,387.00		3,387.00				0.00
HRA	4,688.00	1,663.00	6,351.00				0.00
Base Salary	9,375.00	3,327.00	12,702.00				0.00
Special Allowance (**Incl.Medical & LTA)	14,812.50	5,256.00	20,068.50				0.00
Gross Earnings			44,290.50	Gross Deductions			1,724.00
Net Salary : Rs. 42,566.50							

This is a system generated report and hence does not require any signatures from the HR Dept.



Pay Slip for: March, 2013

Name : Sunil Kumar Eamyneni **ID** : HYD1526
Designation : Agency Development Manager
Unit : Hyderabad - GO3 **Department** : Agency Sales - South
Bank Ac No : 913010005894082 **Working Days** : 30
PF No :

Earnings	For Month	Arrears	Total	Deductions	For Month	Arrears	Total
Lunch Allowance	498.39		498.39	Professional Tax	200.00		200.00
Conveyance	774.00		774.00	Provident Fund	1,089.00		1,089.00
Field Allowance - Agency Sales	2,500.00		2,500.00				0.00
HRA	4,536.00		4,536.00				0.00
Base Salary	9,073.00		9,073.00				0.00
Special Allowance (**Incl.Medical & LTA)	14,334.68		14,334.68				0.00
Gross Earnings			31,716.07	Gross Deductions			1,289.00
Net Salary : Rs. 30,427.07							

Note: LWP deducted for 1 day(s)

This is a system generated report and hence does not require any signatures from the HR Dept.



Pay Slip for: October, 2013

Name : Sunil Kumar Eamyneni **ID** : HYD1526
Designation : Agency Development Manager **Department** : Agency Sales - South
Unit : Hyderabad - GO3 **Working Days** : 31
Bank Ac No : 913010005894082
PF No : PF-PN-11332-67705

Earnings	For Month	Arrears	Total	Deductions	For Month	Arrears	Total
Base Salary	9,375.00		9,375.00	Provident Fund	1,125.00		1,125.00
HRA	4,688.00		4,688.00	Income Tax	1,592.00		1,592.00
Conveyance	800.00		800.00	Professional Tax	200.00		200.00
Special Allowance (**Incl.Medical & LTA)	14,812.50		14,812.50				0.00
R&D Credit (Incentive for month)	1,513.00		1,513.00				0.00
Lunch Allowance	515.00		515.00				0.00
Fast Start Incentive	4,200.00		4,200.00				0.00
Gross Earnings			35,903.50	Gross Deductions			2,917.00
Net Salary : Rs. 32,986.50							

This is a system generated report and hence does not require any signatures from the HR Dept.

INDIAN UNION DRIVING LICENCE
ANDHRA PRADESH



DRIVING LICENCE
DLFAP029142372006

SUNIL KUMAR E
E SAMBAIAH
DR NO 1-7-158/330/1
PL NO 301 VENKAT KALYAN APTS
KAMALA NAGAR
ECIL X ROAD R.R DIST

Signature

Issued on 28/04/2006

Licensing Authority
RTA RANGAREDDY EA

M0198055/06

Class Of Vehicle

Validity

Non-Transport

MCWG

16/01/2025

Transport

Hazardous Validity

Badge No.

Reference No.

DLFAP029142372006

Original LA.

RTA RANGAREDDY EA

DOB

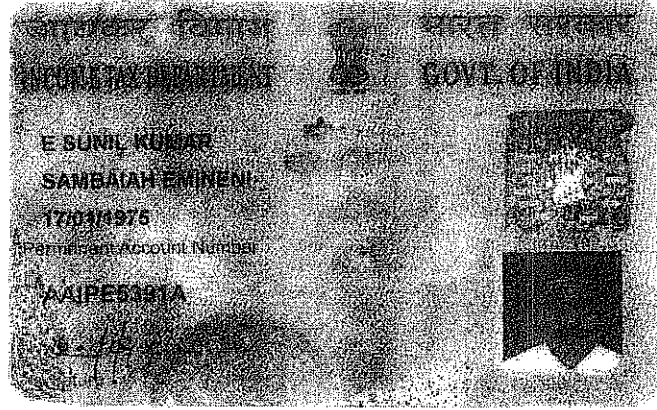
17/01/1975

Blood Gr.

Date of 1st Issue

28/04/2006





भारत सरकार
राशन कार्ड

भारत सरकार
GOVT OF INDIA

E SUNIL KUMAR
SAMBAHA EMINENI

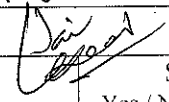
17041975

Permanant Account Number

AAPE5391A



Modi Properties & Inv. Pvt. Ltd – New Employee Joining – Check list

Name:	E. SUNIL KUMAR	Joining Date:	20-11-2014
Designation:	SR. SALES MANAGER.	Division:	SALES
Company:	GREENWOOD LAKESIDE	Prepared by:	G. JAI KUMAR.
Site/Project:	VOC	Sign:	
Sl. No.	Description	Status Yes / No/ NA/ Done	
1.	SSC Marksheet collected?	YES	
2.	HSC/Inter /Diploma Marksheet collected?	YES	
3.	Graduation Mark sheet//certificate collected?	YES	
4.	P.G. Marksheet/certificate collected?	NO	
5.	Experience Certificate collected? (MAX LIFE INSURANCE)	YES	
6.	Proof of salary of previous companies collected? (Salary Slip/certificate/ Form 16A)	YES	
7.	Relieving Letter collected?	NA	
8.	4 Passport Size Photographs collected?	YES	
9.	2 Postcard Size Family Photographs collected?	NA	
10.	Residence Proof collected? (DLFAP029142372006)	YES	
11.	Photo ID Proof collected? (PAN)	YES	
12.	PAN Card collected? AAAPES391A	YES	
13.	2 Reference Letters collected?	YES	
14.	Blood group certificate collected?	PENDING	
15.	Employee ID Card form filled?	YES	
16.	Bank Account form filled?	YES	
17.	P.F. Declaration form filled?	- NA -	
18.	E.S.I. Declaration form filled?	- NA -	
Task to be explained?			
1.	Send introduction email/inform through viber to staff	YES	
2.	Desk - Prepare employee work area or arrange Desk (SITE OFFICE)	YES	
3.	Laptop - Arrange computer access/laptop	YES	
4.	SIM - CUG Airtel new connection/portability (A:9000445255)	DONE	
5.	Smart mobile phone – check / provide (SAMSUNG)	DONE	
6.	Viber - Add in Groups	YES	
7.	Create employee email ID sunil.emineni@modiproperties.com	DONE	
8.	Visiting Cards	DONE	
9.	Uniform, wherever required	PENDING	
10.	Office Rules : Timings, leave policy, & uniform etc., as per circulars	DONE	

Remarks: