

Employee Profile

Name:	G VIJAY RAJ		
Age :	45	Date of Birth:	04/07/1979
Present Address:	H.no:12-10-363,Ramalyam St.No - 4, Seethaphalmandi,Sec-bad - 500061		
Emergency Contact:	9912799121	Mobile No:	9849497484
Automobile:	Car v	Make:	Swift
Vehicle EMI:	15,150/-	Year:	2022
Date of joining:	17/05/2008		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	G. Swetha				
Spouse works at:	House Wife				
Spouse's designation:	House Wife				
Spouse's Gross Salary:					
Number of Children:	2				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. Gaheena	16	F	Sri Chaitanya	Inter 1st	90,000/-
			Jr. College		
G. Diksha	10	F	St. Anns High	4th	55,000/-
			School		
Residence:	Rented v				
Monthly Rent or EMI:	14,000/-				
Type of House:	House in Basti v				

Continued.....

FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan		EMI:	
	Gold Loan		EMI:	
	Chit Fund:		EMI:	
	Others:		EMI:	
Insurance Policy	Medical Insurance:		Premium:	
	Life Insurance:		Premium:	
	Term Insurance:		Premium:	
	Other Insurance:		Premium:	
Type of savings	Mutual Funds:		▼	
	Stock bonds:		▼	
	Fixed Deposit:		▼	
	Other Savings:		▼	

APPRAISAL FORM 2024-2025

Designation:	Project Manager	Division:	Construction
Qualification / Education:	B.E. - Civil Engineer		
Years of Experience in relevant field:	20 Years		
Expected Percentage	40%		
Justification for increase:	Cost of Living in Hyderabad has increased by 15% from last year. I am Completing all works on schedule time and following company SOP's for each and every work at site and as per MD sir instructions.		
Justification for Promotion:	I am working in this company from last 20 years and I have completed QC Team,NH,PMR-2,BNC,NE, NGH sites and Head Office Works with lots of tasks &targets .		
Preferred Designation:	Sr. Project Manager		
Complaints:			
Suggestions:			

Signature: G. Jay Raj

Date: 02-04-2024

SALARY REVISION FORM (2023-2024)

Name:	G. VIJAY RAJ		
Age :	45	Date of Birth:	04-07-1978
Present Address:	12-10-363, Suthaphalmand:		
	SCL-BAD - 500061		
Phone ®:	-	Mobile:	9849497484
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	Active
Vehicle EMI:	-	Year:	
Salary at the time of joining:	12,500/-	Date of joining:	17.05.2008

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	G. Swetha				
Spouse works at:	House wife				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	02				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. Gabeena	15	F	St. Ann's School	10th	60,000/-
G. Diksha	09	F	St. Ann's School	3rd	50,000/-
/			/		/
/			/		/
/			/		/
/			/		/
/			/		/
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	15,000/-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

Continued.....

Division: Construction

Qualification / Education :	B.E. (Civil)
Years of Experience in relevant field:	19 years
Expected gross salary:	90,000/- per month
Justification for increase:	① Handling 2 projects (NGN & NE) ② NE Customer Complaints & M.S.C. works. ③ Handling R.C.C. & civil works with are Engineer - Inv's. ④ Cost of living increased by 15% compare to last year.
Complaints & suggestions:	—
Preferred Designation:	—

Signature: G. P. Singh

Date: 14-04-2023

For office use only:

1.	Item	Existing	Revised
2.	Vijay Raj. G		
3.	C.T. C. Salary	60000	
4.	Gross Salary including ESI & PF	60000	
5.	Basic	30000	
6.	DA	6000	
7.	HRA	24000	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	59800	
11.	Mobile Allowance	399	
12.	monthly conveyance	1500	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided	Yes	
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2022-23	8	
18.	Company	NGH	
19.	Division	Const.	
20.	Designation	Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by: Date:
	Iqra Khatoon	14-04-2023	18-04-2023

Division: Construction

SALARY REVISION FORM (2022-2023)

Name:	G. VIJAY RAJ		
Age:	43	Date of Birth:	04.07.1979
Present Address:	12-10-363, Seetha phaland.		
	Ranahyan St. No-4		
	Secunderabad - 61.		
Phone ®:	-	Mobile:	9849497484
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	2012 (Splendor)
Vehicle EMI:	-	Year:	2012
Salary at the time of joining:	12,000/-	Date of joining:	17/05/2008

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	G. Swetha				
Spouse works at:	House wife				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	02				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. Gaheena	14	F	St. Ann's High School	9 th	65,000/-
G. Diksha	08	F	St. Ann's High School	2 nd	60,000/-
Residence:	☒ Own ☐ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:	-				
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

Continued.....

Division: Construction

Qualification / Education:	B.E (Civil)
Years of Experience in relevant field:	18 years
Expected gross salary:	1 Lakh per month
Justification for increase:	1. Handling individual High rise apartment project. ② Completing all B.C. checks with out ATR. ③ Coordinating with Structural and Architectural Engineer for drawings. from the ④ Cost of living in Hyderabad is increased by 15 to 20%. Compare to last year.
Complaints & suggestions:	—
Present Designation:	Project Manager
Preferred Designation:	—

Signature: G. Jay Date: 9/4/22

For office use only:

	Item	Existing	Revised
1.	Vijay Raj. G		
2.	C.T. C. Salary	55000	
3.	Gross Salary including ESI & PF	55000	
4.	Basic	27500	
5.	DA	5500	
6.	HRA	22000	
7.	PF (Employer + Employee)	0	
8.	ESI (Employer + Employee)	0	
9.	Net Salary after ESI & PF deduction	69226	
10.	Mobile Allowance	399	
11.	Avg. monthly conveyance for last 3 months	4500	
12.	Loan with company		
13.	Loan repayment per month	0	
14.	Medical insurance provided	Yes	
15.	Accidental insurance provided	Yes	
16.	No. of leaves taken in 2021-22	12	
17.	Company	NGH	
18.	Division	Const.	
19.	Designation	Project Manager	
20.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.22	G. Jai Kumar
			Date:
			15.04.22

Division: ConstructionSALARY REVISION FORM (2021-2022)

Name:	G. VIJAY RAJ		
Age :	41	Date of Birth:	04/07/1979
Present Address:	12-10-362		
	Sectna phal mand		
	Secunderabad - 500061		
Phone ®:		Mobile:	9849497484
Automobile:	☒ Car ☒ Bike ☐ Nil	Make:	Splendor
Vehicle EMI:	—	Year:	2013
Salary at the time of joining:	12,000/-	Date of joining:	17.05.2008

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	G. Swetha				
Spouse works at:	House wife				
Spouse's designation:	House wife				
Spouse's Gross Salary:	—				
Number of Children:	02.				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. GAHEENA	14	F	St. Ann's High School	8th	45,000/-
G. DIKSHA	06	F	St. Ann's High School	1st	42,000/-
Residence:	☒ Own ☒ Parents ☐ Rented ☐ Other				
Monthly Rent or EMI:	—				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

Continued.....

Division: Construction

Qualification / Education :	B.E. (Civil)
Years of Experience in relevant field:	18 years
Expected gross salary:	80,000/-
Justification for increase:	① Completed Head office Maintenance work on time. ② Completed Nilgiri Estates Customer Complaints and pending works on scheduled time. ③ What ever work allotted by the management i have completed all works. ④ Helping the new joined Engineer in their doubts abt bills, QC Regular, Site work related, Stage-2 & 3 work, ⑤ and Requisitions ⑤ Cost of living in Hyderabad is increased by 25% 25% to 30%. Compared to last year.
Complaints & suggestions:	1. Please release by BNC site in centre as already 2 years completed.
Preferred Designation:	Project Manager.

Signature: _____

G. Jay

Date: _____

30/03/2021

For office use only:

Division: Const.

1.	Item	Existing	Revised
2.	Name	G. Vijay Raj	
3.	C.T. C. Salary	41,324	
4.	Gross Salary including ESI & PF	41,324	
5.	Basic	20,662	
6.	DA	4,132	
7.	HRA	16,529	
8.	PF (Employer + Employee)		
9.	ESI (Employer + Employee)		
10.	Net Salary after ESI & PF deduction	41,124	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided	Yes	
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2018-19	12	
18.	Company	ESR	
19.	Division	Const.	
20.	Designation	Asst. Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	05-04-2021	

Division: ConstructionSALARY REVISION FORM (2020-2021)

Name:	G. VIJAYA RAS		
Age :	39	Date of Birth:	04/07/1979
Present Address:	1-2-235/2/3/5, Bank Colony, Domolaguda, Hyd.		
Phone @:		Mobile:	9849497484
Automobile:	☒ Car ☒ Bike ☐ Nil	Make:	Hero Splender
Vehicle EMI:	-	Year:	-
Salary at the time of joining:	12,500/-	Date of joining:	17/05/2008

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	G. Sweetha				
Spouse works at:	Holk wife				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	02.				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. Gaheena	12	F	St. Ann's High School	7th	60,000/-
G. Diksha	06	F	St. Ann's High School	1st	50,000/-
Residence:	☒ Own ☐ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:	-				
Type of House:	☒ Independent house ☐ Flat ☒ House in a basti				

Continued.....

Division: Construction

Qualification / Education :	B.E. - Civil
Years of Experience in relevant field:	16 years
Expected gross salary:	75,000/-
Justification for increase:	1. Handling 4 projects (BNC, PMR, NE, and ESR) 2. BNC project completed on time 3. Customer Complaints at BNC are less not much from the date of possession. the flat 4. Handling the customers and 5. Cost of living increased to 15% to 20%.
Complaints & suggestions:	
Preferred Designation:	Project Manager

Signature:

Date:

11/06/2020

For office use only:

Division: Construction

1.	Item	Existing	Revised
2.	G. Vijay Raj		
3.	C.T. C. Salary	39356	
4.	Gross Salary including ESI & PF	39356	
5.	Basic	19678	
6.	DA	3935	
7.	HRA	15742	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	41936	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	3600	
13.	Loan with company	0	
14.	Loan repayment per month	0	
15.	Medical insurance provided	YES	
16.	Accidental insurance provided	YES	
17.	No. of leaves taken in 2019-20	6	
18.	Company	ESR	
19.	Division	Construction	
20.	Designation	Asst. Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	15.06.20	G. Jai Kumar
			Date:
			16.06.20

SALARY REVISION FORM (2019-2020)

Name:	G. VIJAY RAJ		
Age :	39	Date of Birth:	04-07-1979
Present Address:	1-2-234/17/1		
	Opp. Indane Gas godown,		
	Domalguda		
	Sec - BAO		
Phone ®:	9849497484	Mobile:	9849497484
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	Hero Honda
Vehicle EMI:	—	Year:	2012
Salary at the time of joining:	12,000/-	Date of joining:	17-05-2008

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	G. Sweetha				
Spouse works at:	House wife				
Spouse's designation:	House wife				
Spouse's Gross Salary:	—				
Number of Children:	02				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
G. Gabeena	11	F	St. Anns High School	6 th	42,000/-
G. Di'ksha	05	F	St. Anns High School	U.K.G.	37,000/-
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	8,000/-				
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

Continued.....

Project Manager

Date: 23.04.19

For office use only:

	Item	Existing	Revised
1.	G. Vijay Raj		
2.	C.T. C. Salary	37125	
3.	Gross Salary including ESI & PF	35424	
4.	Basic	10627	
5.	DA	3542	
6.	HRA	14169	
7.	CCA	3542	
8.	TA	1771	
9.	EA	1771	
10.	PF (Employer + Employee)	3400	
11.	ESI (Employer + Employee)	0	
12.	P.T.	200	
13.	Net Salary after ESI & PF deduction	35847	
14.	Mobile Allowance	399	
15.	Avg. monthly conveyance for last 3 months	0	
16.	Loan with company	0	
17.	Loan repayment per month	0	
18.	Medical insurance provided	YES	
19.	Accidental insurance provided	YES	
20.	No. of leaves taken in 2018-19	11	
21.	Company	BNC	
22.	Division	Construction	
23.	Designation	Asst. Project Manager	
24.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.19	
			Date: