

Employee Profile

Name:	Md Ahmedullah Khan		
Age :	36	Date of Birth:	25-Oct-1988
Present Address:	sy. no. 36/AA & 37/AA Gandam Guda, Sagam City, Peeram C heruvu , Hyderabad		
Emergency Contact:		Mobile No:	7842708376
Automobile:	Bike ☒	Make:	Own
Vehicle EMI:		Year:	
Date of joining:	04-06-2018		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	Sana Sultana				
Spouse works at:	Home Maker				
Spouse's designation:					
Spouse's Gross Salary:					
Number of Children:	02				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Anam Fatima	1.5	Female			
Ammarah Fatima	6M	Female			
Residence:	Rented ☒				
Monthly Rent or EMI:	15000/-				
Type of House:	Flat ☒				

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:	Const.
Qualification / Education:	BE (Civil)		
Years of Experience in relevant field:	14 Years		
Expected Percentage	15%		
Justification for increase:	I am writing to formally request a review of my current salary. As a P M with 6 years at Modi Properties, I have always been ready and able when asked to take on challenging and difficult responsibilities. I have proved my credibility at every level and has worked hard at all instances. Considering my performance and contributions to the company, I believe that my current salary does not accurately reflect my worth. I would like to request a salary increase of 15% which will demonstrate justification for an increase. Therefore, I appreciate if you could consider my request & give me a raise in salary.		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: _____

Almeida

Date: _____

02/04/2024

Division: Construction

SALARY REVISION FORM (2023-2024)

Name:	Md. Ahmedullah Khan		
Age :	35	Date of Birth:	25-10-1988
Present Address:	7-1-645/11, Gulshan Bagh, Sunder Nagar, SR. Nagar, Hyd.		
Phone @:		Mobile:	7842708376
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	45,000/-	Date of joining:	04-June-2018

Personal Information (Optional)

Marital Status:	☒ Married / ☐ Single				
Name of spouse:	Sana Sultana				
Spouse works at:	Home Maker				
Spouse's designation:	B. Sc				
Spouse's Gross Salary:	—				
Number of Children:	01				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Anam Fatima	07M	F	—	—	—
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other				
Monthly Rent or EMI:	13,000/-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

Continued.....

Division: _____

[illegible]

Signature: _____

Ahmed.

Date: _____

15-04-2023

For office use only:

1.	Item	Existing	Revised
2.	Ahmedullah Khan		
3.	C.T. C. Salary	57011	
4.	Gross Salary including ESI & PF	55211	
5.	Basic	27605	
6.	DA	5521	
7.	HRA	22084	
8.	PF (Employer + Employee)	3600	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	53211	
11.	Mobile Allowance	399	
12.	monthly conveyance	990	
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	GMR	
19.	Division	Const.	
20.	Designation	Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	18-04-2023

Division: Construction

SALARY REVISION FORM (2021-2022)

Name:	Md. Ahmedullah Khan		
Age :	33	Date of Birth:	25-10-1988
Present Address:	8-4-544/14/19, Flat 201, Mirza Gulshan Residency, Erragadda Hyd-18.		
Phone @:	9391102044	Mobile:	7842708376
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	45000	Date of joining:	04-June-2018

Personal Information (Optional)

Marital Status:	Married				
Name of spouse:	Sana Sultana				
Spouse works at:	Home Maker				
Spouse's designation:	BSc				
Spouse's Gross Salary:					
Number of Children:					
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	12000 rent & 19100 EMI				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

Continued.....

Division: Construction

Qualification / Education :	BE (Civil)
Years of Experience in relevant field:	11 years
Expected gross salary:	60000/-
Justification for increase:	This is an opportunity that I am working in our organization for the past three years and I am very regular and punctual to the site.
	I have 11 years of experience in the Industrial and Residential sector but in our current project, I gain more knowledge which will be more useful for the future projects. A 10% raise in salary would put my compensation in line with firm and regional expectations for the work. Thank you for your attention in this matter. I am willing to work with you to accommodate my request along what is best for the company.
Complaints & suggestions:	
Preferred Designation:	

Signature: Almued.

Date: 06-04-2021

For office use only:

Division: Const.

1.	Item	Existing	Revised
2.	Name	Ahmedullah Khan	
3.	C.T. C. Salary	50,006	
4.	Gross Salary including ESI & PF	50,006	
5.	Basic	25,003	
6.	DA	5,000	
7.	HRA	20,002	
8.	PF (Employer + Employee)		
9.	ESI (Employer + Employee)		
10.	Net Salary after ESI & PF deduction	50,006	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	2171	
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	9	
18.	Company	MATRIX	
19.	Division	Const.	
20.	Designation	Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	05-04-2021	

SALARY REVISION FORM (2020-2021)

Name:	Md. Ahmedullah Khan		
Age :	32	Date of Birth:	25-Oct-1988
Present Address:	H# 8-4-544/14/19, Flat# 201, Mirza Gulshan Residency, Erragadda, Hyderabad-18.		
Phone @:	9391102044	Mobile:	7842708376
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	45000/-	Date of joining:	04-06-2018.

Personal Information (Optional)

Marital Status:	☒ Married / ☐ Single				
Name of spouse:	Sana Sultana				
Spouse works at:	Housewife				
Spouse's designation:	BSc (Biotechnology)				
Spouse's Gross Salary:	---				
Number of Children:	---				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	Rent 1200/- and 19,200/-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

Continued.....

For office use only:

Division: Construction

1.	Item	Existing	Revised
2.	Ahmedullah Khan		
3.	C.T. C. Salary	47625	
4.	Gross Salary including ESI & PF	47625	
5.	Basic	23812	
6.	DA	4762	
7.	HRA	19050	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	50747	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	1920	
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	8	
18.	Company	Matrix	
19.	Division	Construction	
20.	Designation	Project Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	15.06.20	G. Jai Kumar
			Date:
			16.06.20

Division: Construction

SALARY REVISION FORM (2019-2020)

Name:	Md. Ahmedullah Khan		
Age :	31	Date of Birth:	25-OCT-1988
Present Address:	8-4-544 /14/19, Flat No. 201, Mirza Gulshan Residency Erragadda, Sanath Nagar, Hyderabad.		
Phone ®:	9391102044	Mobile:	7842708376
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	45,000/-	Date of joining:	04-06-2018

Personal Information (Optional)

Marital Status:	Married / ☒ Single				
Name of spouse:					
Spouse works at:					
Spouse's designation:					
Spouse's Gross Salary:					
Number of Children:					
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	14,000/-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

Continued.....

Division: Construction

Qualification / Education :	BE CIVIL
Years of Experience in relevant field:	9 Years
Expected gross salary:	15 %
Justification for increase:	My family Expenses is more & I am the elder son in my family, I have to look after my younger brother's & sister's education & daily need. Request you to consider & please increase my salary.
Complaints & suggestions:	
Preferred Designation:	

Signature: _____

Alimed

Date: 15-04-2019

For office use only:

	Item	Existing	Revised
1.	Ahmedullah Khan		
2.	C.T. C. Salary	45000	
3.	Gross Salary including ESI & PF	43200	
4.	Basic	12960	
5.	DA	4320	
6.	HRA	17280	
7.	CCA	4320	
8.	TA	2160	
9.	EA	2160	
10.	PF (Employer + Employee)	3600	
11.	ESI (Employer + Employee)	0	
12.	P.T.	200	
13.	Net Salary after ESI & PF deduction	41200	
14.	Mobile Allowance	399	
15.	Avg. monthly conveyance for last 3 months	1996.80000000000002	
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	4	
21.	Company	MCS	
22.	Division	Construction	
23.	Designation	Project Manager	
24.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.19	