

Employee Profile

Name:	A Suresh		
Age :	48	Date of Birth:	05/01/1973
Present Address:	Plot no38, House no : 8-7-165, Doveton Bazar, Boluram, Secunderabad, Pin code 500010		
Emergency Contact:	7731005184	Mobile No:	9502232100
Automobile:	Car	Make:	2018
Vehicle EMI:	8500	Year:	2026
Date of joining:			

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	ASA Bhawani				
Spouse works at:	House wife				
Spouse's designation:	MA				
Spouse's Gross Salary:	-				
Number of Children:	1				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Asa Veda	13	Female	Bashyam School	8th	64,000
Residence:	Own				
Monthly Rent or EMI:	35000				
Type of House:	Independent House				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	30,00,000	EMI:	35000
	Personal Loan	2,00,000	EMI:	6500
	Gold Loan		EMI:	
	Chit Fund:		EMI:	
	Others:		EMI:	
Insurance Policy	Medical Insurance:		Premium:	
	Life Insurance:	3,00,000	Premium:	56000
	Term Insurance:		Premium:	
	Other Insurance:		Premium:	
Type of savings	Mutual Funds:			
	Stock bonds:			
	Fixed Deposit:	1,00,000		
	Other Savings:	50,000		

APPRAISAL FORM 2024-2025

Designation:	Project Mangar	Division:	Construction
Qualification / Education:	BE CIVIL		
Years of Experience in relevant field:	21 YEARS		
Expected Percentage	25%		
Justification for increase:			
Recently completed the GHT Project, & DP 24 Site Rcc & civil work completed , News Site Vivopolis work already started			
Justification for Promotion:			
Single handling & Completed the projects With in time line			
Preferred Designation:	Sr. Project mangar		
Complaints:			
Nill			
Suggestions:			
Nill			

Signature: _____

Date: _____

Division: Cowd

SALARY REVISION FORM (2023-2024)

Name:	<u>A. SURESH</u>		
Age :	<u>46</u>	Date of Birth:	<u>05/01/78</u>
Present Address:	<u>8-7-165,</u>		
	<u>DORTON RAZAR, Bolaram</u>		
	<u>Alwar</u>		
	<u>5000 10</u>		
Phone ®:	<u>9502222100</u>	Mobile:	
Automobile:	☒ Car ☐ Bike ☐ Nil	Make:	<u>2018</u>
Vehicle EMI:	<u>8860</u>	Year:	
Salary at the time of joining:	<u>12,000/-</u>	Date of joining:	<u>2007</u>

Personal Information (Optional)

Marital Status:	<u>Married / Single</u>				
Name of spouse:	<u>A. Shwami</u>				
Spouse works at:	<u>—</u>				
Spouse's designation:	<u>—</u>				
Spouse's Gross Salary:	<u>—</u>				
Number of Children:	<u>01</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>A.veda</u>	<u>12</u>	<u>F</u>	<u>Bahgyam</u>	<u>VII</u>	<u>75,000</u>
			<u>school</u>		
Residence:	☒ Own ☐ Parents ☐ Rented ☐ Other _____				
Monthly Rent or EMI:	<u>27257/-</u>				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

Continued.....

For office use only:

1.	Item	Existing	Revised
2.	Suresh.A		
3.	C.T. C. Salary	77509	
4.	Gross Salary including ESI & PF	75709	
5.	Basic	37854	
6.	DA	7570	
7.	HRA	30283	
8.	PF (Employer + Employee)	3600	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	73709	
11.	Mobile Allowance	399	
12.	monthly conveyance	371	
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	GHT	
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 (2022-2023)

Name:	A. SURESH		
Age:	47	Date of Birth:	05/01/1973
Present Address:	PLOT NO 38, DORTON ROAD		
	KOLAR		
	Sec-6		
Phone @:		Mobile:	9502232100
Automobile:	☒ Car ☐ Bike ☐ Nil	Make:	2018
Vehicle EMI:	9,000/-	Year:	4, years
Salary at the time of joining:	12,000/-	Date of joining:	01/09/2002

Personal Information (Optional)

Marital Status:	☒ Married / ☐ Single				
Name of spouse:	A. Bhawani				
Spouse works at:	—				
Spouse's designation:	—				
Spouse's Gross Salary:	—				
Number of Children:	01				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
A. VEDA	11	F	Bhaskar	VI	56,000/-
Residence:	☒ Own ☐ Parents ☐ Rented ☐ Other				
Monthly Rent or EMI:	27,000/-				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

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For office use only:

	Item	Existing	Revised
1.	Suresh.A		
2.	C.T. C. Salary	72745	
3.	Gross Salary including ESI & PF	70945	
4.	Basic	35472	
5.	DA	7094	
6.	HRA	28378	
7.	PF (Employer + Employee)	3600	
8.	ESI (Employer + Employee)	0	
9.	Net Salary after ESI & PF deduction	85227	
10.	Mobile Allowance	399	
11.	Avg. monthly conveyance for last 3 months	909	
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	6	
17.	Company	GHT	
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

GHT
Division: Construction

SALARY REVISION FORM (2021-2022)

Name:	A. SURESH		
Age :	44	Date of Birth:	05/01/1973
Present Address:	plot no 38 DOVTON BAZAR		
	BOLAKOM		
	PIN CODE 500010		
Phone @:		Mobile:	9502232100
Automobile:	☒ Car ☐ Bike ☐ Nil	Make:	20 maruthi celcia
Vehicle EMI:	8088	Year:	2018
Salary at the time of joining:	12,000/-	Date of joining:	

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	A. BHAWANI				
Spouse works at:	HOUSE WIFE				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:					
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
A. VEDA	11	FEMALE	DWARAKA HIGH SCHOOL	V	40,000/-
Residence:	☒ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	27,000/-				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

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For office use only:

Division: Const.

1.	Item	Existing	Revised
2.	Name	A Suresh	
3.	C.T. C. Salary	68,250	
4.	Gross Salary including ESI & PF	66,450	
5.	Basic	33,225	
6.	DA	6,645	
7.	HRA	26,580	
8.	PF (Employer + Employee)	3,600	
9.	ESI (Employer + Employee)		
10.	Net Salary after ESI & PF deduction	64,350	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	814	
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	8	
18.	Company	GHT	
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:	A. SORESH		
Age :	45	Date of Birth:	05/01/75
Present Address:	plot NO - 05 SRH colony New INDRAPARK		
Phone ®:		Mobile:	9502232100
Automobile:	☒ Car ☒ Bike ☒ Nil	Make:	2019
Vehicle EMI:	14,000/-	Year:	3 years
Salary at the time of joining:	12,000/-	Date of joining:	

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	A. BHAWANI				
Spouse works at:	TEACHER				
Spouse's designation:	MA				
Spouse's Gross Salary:	18,000/-				
Number of Children:	01				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
A. VEDA	10	F	DWARAKA HIG School	V	46,000/-
Residence:	☒ Own ☒ Parents ☒ Rented ☒ Other _____				
Monthly Rent or EMI:	8,500/-				
Type of House:	☒ Independent house ☒ Flat ☒ House in a basti				

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For office use only:

Division: Construction

1.	Item	Existing	Revised
2.	A Suresh		
3.	C.T. C. Salary	65000	
4.	Gross Salary including ESI & PF	63200	
5.	Basic	31600	
6.	DA	6320	
7.	HRA	25280	
8.	PF (Employer + Employee)	3600	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	65344	
11.	Mobile Allowance	399	
12.	Avg. monthly conveyance for last 3 months	720	
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	5	
18.	Company	GHT	
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:	<u>A. SURBHA</u>		
Age :	<u>46</u>	Date of Birth:	<u>05/01/1973</u>
Present Address:	<u>1-2-602/41, plot NO. 05</u>		
	<u>SH COLONEY, NEAR GOL 4/4</u>		
	<u>NEAR ACTC BUILDING</u>		
	<u>LOWER TANK BOND</u>		
Phone ®:		Mobile:	<u>950 22 32 100</u>
Automobile:	☒ Car ☐ Bike ☐ Nil	Make:	
Vehicle EMI:	<u>8066</u>	Year:	<u>2019</u>
Salary at the time of joining:	<u>12,000/-</u>	Date of joining:	

Personal Information (Optional)

Marital Status:	<u>Married / Single</u>				
Name of spouse:	<u>BHAWANI</u>				
Spouse works at:	<u>HOUSE WIFE</u>				
Spouse's designation:	<u>MA</u>				
Spouse's Gross Salary:	<u>-</u>				
Number of Children:	<u>01</u>				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
<u>A. VEDA</u>	<u>09</u>	<u>F</u>	<u>DWARKA</u>	<u>IV</u>	<u>30,000/-</u>
			<u>HIGH SCHOOL</u>		
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	<u>8,000/-</u>				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

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For office use only:

	Item	Existing	Revised
1.	A Suresh		
2.	C.T. C. Salary	47500	
3.	Gross Salary including ESI & PF	47500	
4.	Basic	14250	
5.	DA	4750	
6.	HRA	19000	
7.	CCA	4750	
8.	TA	2375	
9.	EA	2375	
10.	PF (Employer + Employee)	0	
11.	ESI (Employer + Employee)	0	
12.	P.T.	200	
13.	Net Salary after ESI & PF deduction	44658	
14.	Mobile Allowance	399	
15.	Avg. monthly conveyance for last 3 months	748.7999999999995	
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	VOCLLP	
22.	Division	Construction	
23.	Designation	Project Manager	
24.	Remarks:		
Prepared by:		Date:	Approved by:
Iqra Khatoon		12.04.19	
			Date:

Const

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SALARY REVISION FORM (2018-2019)

Name	A. SURESH		
Age	40 YEARS		
Address	1-2-607/23/2/1		
Phone ®		Mobile	9502232100
Automobile	☐ Car ☒ Bike ☐ Nil	Make	2010
Vehicle EMI		Year	
Period of Service	Years	Months	
Salary (Gross) at the time of joining		11,000/-	

Personal Information (Optional)

Marital Status		Married / Single			
Name of spouse		Bhawani			
Spouse works at		House wife			
Spouse's designation					
Spouse's Gross Salary					
Number of Children		01			
Name	Age	Sex	Name of School	Class	Approx. Annual Fees
A. VEDA	8	F	Dwarka HIGH School	II	45,000/-
Residence		☐ Own ☐ Parents ☒ Rented ☐ Other			
Monthly Rent or EMI		8500/-			
Type of House		☐ Independent house ☒ Flat ☐ House in a basti			

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For office use only

A Suresh

1.	Item	Existing	Revised
2.	C.T. C. Salary	41485	
3.	Gross Salary including ESI & PF	41485	
4.	Basic	12445	
5.	DA	4148	
6.	HRA	16594	
7.	CCA	4148	
8.	TA	2074	
9.	EA	2074	
10.	Pay PF & ESI		☐ None ☐ PF only ☐ PF & ESI
11.	PF (Employer + Employee)	0	
12.	ESI (Employer + Employee)	0	
13.	Net Salary after ESI & PF deduction	41485	
14.	Mobile Allowance	499	
15.	Avg. monthly conveyance for last 3 months	198	
16.	Loan with company		
17.	Loan repayment per month	0	
18.	Medical insurance provided	Yes	
19.	Accidental insurance provided	Yes	
20.	No. of leaves taken in 2017-18	04	
21.	Company	VOC	
22.	Division	Const.	
23.	Designation	Project Manager	
24.	Remarks		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	16.04.18	