

Employee Profile

Name:	A. Prudvi Raj		
Age :	29	Date of Birth:	02/05/1994
Present Address:	2-56/33, 15/5, Ayyappa Society Main Rd, Sri Sai Nagar, Madhapur, Telangana 500081.		
Emergency Contact:	9494885995	Mobile No:	7396965234
Automobile:	Nil	Make:	
Vehicle EMI:		Year:	
Date of joining:	10/02/2022		

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:	Rented				
Monthly Rent or EMI:	11,000/-				
Type of House:	Flat				

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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:	System Administrator	Division:	Admin
Qualification / Education:	B.Tech		
Years of Experience in relevant field:	6 years		
Expected Percentage	30% to 40%		
Justification for increase:	-> As per market standards the decent hike or appraisal percentage. -> Solving issues in m-codex and clarification of doubts to all teams. -> Handling both the developers team of our applications and our team members. -> Errors in application reporting to our management and also to the consultants of our application even if it late at night. -> Working along with the developers at late business hours. -> Working in the promotional activities like campaign, IVR calls etc., in non business hours.		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: Prudvi

Date: 04-04-24

Division: Admin

SALARY REVISION FORM (2023-2024)

Name:	A. PRUDVI RAI		
Age :	29	Date of Birth:	02-05-1994
Present Address:	Ayappa Society, Madhapur		
Phone @:		Mobile:	7396965234
Automobile:	☐ Car ☐ Bike ☒ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	27,500/-	Date of joining:	10-02-2022

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:	8,000/-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

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Division: Admin

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Signature: A. Prudhviraj

Date: 20-04-2023

For office use only:

1.	Item	Existing	Revised
2.	Prudvi Raj		
3.	C.T. C. Salary	29500	
4.	Gross Salary including ESI & PF	29500	
5.	Basic	14750	
6.	DA	2950	
7.	HRA	11800	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	29500	
11.	Mobile Allowance	399	
12.	monthly conveyance	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 2022-23	22	
18.	Company	MHPL- SOV	
19.	Division	Admin.	
20.	Designation	System Administrator	
21.	Remarks:		
	Prepared by:	Date:	Approved by: Date:
	Iqra Khatoon	14-04-2023	18-04-2023