Employee Profile

Name:	DK I	HEMENDR	A				
Age:	62	Date of			12/0	14/1962	
Present Address:	A- 405,MAY FLOWER PARK, MALLAPUR, HYDERABAD,500076						
Emergency Contact:	9510	9510288239 Mobile No: 9618244433					
Automobile:	Nil			Make:	NIL		
Vehicle EMI:	NIL			Year:	NIL		
Date of joining:							
Personal Information (C	ptional)					
Marital Status:	⊙ M:	arried	0.5	Single			
Name of spouse:	HEM	ΙA					
Spouse works at:	HOU	SE WIFE					
Spouse's designation:	-						
Spouse's Gross Salary:	-						
Number of Children:	2						
Name	Age	Gender	Na	ame of School	Class	Approx. Annual Fees	
SHRUTHI	29	FEMAL	-		-	NIL	
RITHIKA	24	FEMAL	-		-	NIL	
Residence:	Pare	nts				•	
Monthly Rent or EMI:	910/=						
Type of House:	Flat	Flat					

Continued.....

FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	NIL	EMI:	NIL
	Personal Loan	NIL	EMI:	NIL
	Gold Loan	NIL	EMI:	NIL
	Chit Fund:	NIL	EMI:	NIL
	Others:	NIL	EMI:	NIL
Insurance Policy	Medical Insurance:	TATA AIG	Premium:	6000/= apprx
	Life Insurance:	NIL	NIL Premium:	
	Term Insurance:	NIL	Premium:	NIL
	Other Insurance:	NIL	Premium:	NIL
Type of savings	Mutual Funds:	NIL	•	NIL
	Stock bonds:	NIL		NIL
	Fixed Deposit:	NIL		NIL
	Other Savings:	NIL		NIL

APPRAISAL FORM 2024-2025

Designation:	STORES MANAGER	Division:	PURCHASE
Qualification / Education:	INTER		
Years of Experience in relevant field:	7 YEARS		
Expected Percentage	10%		
Justification for increase:			
COST OF LIVING INCREA	SING DAY BY DAY MI	EDICAL EX	KPENSES ETC
Justification for Promotion:	-		
-			
Preferred Designation:	AS PER MANAGEME	ENT	
Complaints:			
NIL			
Suggestions:			
NIL			

Signature: HEMENDRA Date: 1-4-2024

Division: Imchase

SALARY REVISION FORM (2023-2024)

Name:	1)	. K.	ME	mendra		
Age:		61		Date of Birth:	1a	1-4-1962
Present Address:		A-	40	5 May	/	
			Y	5, May 1	Hydra	Bod
				100		
1	6	100				
Phone ®:		-		Mobile:	96	18244433
Automobile:	□ Car	□ Bike 🗷	Nil	Make:		
Vehicle EMI:		-	_	Year:	_	
Salary at the time of joining:	7. 167m Date of joining: 2017 (ac					2017 (2017)
Personal Information (C	ptional)				,
Marital Status:	Marri	ed / Single	e			
Name of spouse:		Hem	a			
Spouse works at:		SI	ouse u	1. Sp		
Spouse's designation:		~				
Spouse's Gross Salary:	3	_		1401		
Number of Children:		2				
Name	Age	Gender	Naı	ne of School	Class	Approx. Annual Fees
Show thi	28	F	Pv1	Coloque	_	-
Ri dhi 1Ce	22	F	Xari	n coenge	final	AM. 4SK
		1				
					1000	
			/			
Residence:	□ Ow	n Paren	nts 🗆 Re	nted \square Other _		_
Monthly Rent or EMI:		910/2)		
Type of House:	□ Indo	ependent	house 5	Flat	n a basti	
- La Chile					C	Continued

Division:		
DIVISIOII.		ı

Qualification / Education :	Puc
Years of Experience in relevant field:	
Expected gross salary:	6 yea 25,000/2
Justification for increase:	NAME OF THE PARTY
Costa line	to de la description de description
Me dieal t	g is Increasing day by day
THE STATE OF THE S	pusa
•	
r Marca	
3 1 VO 1 X1	
Complaints & suggestions:	Aca 456 /2
35 F 9/4	3 707
D -	
Preferred Designation:	

Signature: _

Jaraija

Date: 18 4 2023

For office use only:

1.	Item		Existing	Revised
2.	Hemendra. K			
3.	C.T. C. Salary		22903	
4.	Gross Salary including Es	SI & PF	20964	
5.	Basic		10482	
6.	DA		2096	
7.	HRA		8385	
8.	PF (Employer + Employee)		2516	
9.	ESI (Employer + Employee)		838	
10.	Net Salary after ESI & PF deduction		19349	
11.	Mobile Allowance		399	
12.	monthly conveyance		0	
13.	Loan with company			
14.	Loan repayment per mon	th		
15.	Medical insurance provid	ed		
16.	Accidental insurance prov	vided	Yes	
17.	No. of leaves taken in 202	22-23	18	
18.	Company		SSLLP Log	
19.	Division		Purchase	
20.	Designation		Store Manager	
21.	Remarks:		1	
	Prepared by:	Date:	Approved by	7: Date:
	Igra Khatoon 1	4-04-2023		18-04-2023

SALARY REVISION FORM (2022-2023)

Name:		Hen	rend	10			
Age:		60	Ç0 7 C0	-	te of Birth:	1	962
Present Address:		A- 4	05	Ma	zy flows	lank	
			-)	Ma	llahin	,	dealed
of day ly stay	an	المود	. 63	ρ	No Vint	po la	3
			313	1	dens fil	lo d	. 19
Phone ®:		_		Mo	obile:	96	18244433
Automobile:	□ Car	□ Bike 🗸	Nil	Ma	ake:		
Vehicle EMI:		_		Ye	ar:	_	
Salary at the time of joining:	17, 236 ? Date of joining: 4-2017					2017	
Personal Information (C	ptional)					
Marital Status:	Marrie	ed / Single	•	M	arried		
Name of spouse:		,	Hen	-			
Spouse works at:		_		F	louse wy		
Spouse's designation:		_					
Spouse's Gross Salary:		_					
Number of Children:		2					
Name	Age	Gender	Naı	ne o	of School	Class	Approx. Annual Fees
Show this	27	F	Prive	te	Eployee	_	_
Rithi Ke	21	F	XAV	ih	rollege	11 11/20	45,000=
Residence:	□ Own	n Paren	ts 🗆 Re	nted	□ Other		
Monthly Rent or EMI:	- 10	,	ol-		-		
Type of House:	□ Inde			Fla	t □ House in	a basti	
SG W/F					7-		Continued

Division:	
DIVISIOII.	

Years of Experience in relevant field: Expected gross salary: Justification for increase: Lost of hiving is Increasing day by day Medical Expense 2th Complaints & suggestions: Present Designation: Stars Managh	Qualification / Education:	Puc
Justification for increase: Last of Living is Increasing dang By day Mu dical Expense 2th Complaints & suggestions:		5 year
Justification for increase: Last of Living is Increasing dang By day Mu dical Expense 2th Complaints & suggestions:	Expected gross salary:	25,00 de
Complaints & suggestions:	Justification for increase:	CANA CANA
Complaints & suggestions:	Cot of live	is in lacrossis day By day
Complaints & suggestions:	M disal Guara	St.
Descent Designation	The meat typins	
Descent Designation		
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Descent Designation		a land
Descent Designation	Complaints & suggestions:	
Procent Designation		
Precent Decignation		
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Precent Decignation		
Present Designation: Stars Manage Preferred Designation:	and the figure	LAWAX 1 16 0 1 13
Present Designation: Stars Managh Preferred Designation:		
Present Designation: Stars Managh Preferred Designation:		
Present Designation: Store Managh Preferred Designation:		
Present Designation: Store Managh Preferred Designation:		
Preferred Designation:	Present Designation:	Star Manage
- To-Barneton	Preferred Designation:	- John Junaja

Signature: _

and the

Date: 9422

For office use only:

	Item		Existing		Revised
1.	Hemendra. K				
2.	C.T. C. Salary		21229	1	
3.	Gross Salary including ESI & PF		19432		
4.	Basic	1	9716	1	
5.	DA		1943		
6.	HRA		7772		
7.	PF (Employer + Employee)		2484		
8.	ESI (Employer + Employee)		853		
9.	Net Salary after ESI & PF deduction		19291		
10.	Mobile Allowance		399		
11.	Avg. monthly conveyance for last 3 months		0		
12.	Loan with company		3000		
13.	Loan repayment per mont	h	500		
14.	Medical insurance provide	ed			
15.	Accidental insurance prov	rided	Yes		
16.	No. of leaves taken in 202	21-22	12		
17.	Company		SSLLP LOG		
18.	Division		Purchase		
19.	Designation		Store Manager		
20.	Remarks:				
	Prepared by:	Date:	Approved by	<i>y</i> :	Date:
		2.04.22	G. Jai Kumar		15.04.22

Division: PURCHASE

SALARY REVISION FORM (2021-2022)

Name:	D. K. Hemend &a						
Age:	w.50_3	:58		Date of Birth:		12	-4-62
Present Address:	4	A-	40:	I May 8	lou	Ula	Park
	1	1	Mall	aben)	14 d	Lal	Pod
wolf Proces	222		1.1	Fact Clay	1	100	
in the second	t in	1		The state of the s	ă -	- 4.	
Phone ®:			(Mobile:	- A	96	18244433
Automobile:	□ Car	□ Bike □	Nil	Make:			
Vehicle EMI:		Year:				_	
Salary at the time of joining:	Date of joining: $5-7$					7-2017	
Personal Information (C	ptional)					
Marital Status:	Marrie	ed / Single	e	Marine	1		
Name of spouse:		H	- K.	Hema	1		
Spouse works at:			1	louse Wy:			1304
Spouse's designation:			-				
Spouse's Gross Salary:		.4					
Number of Children:	a manager	2					
Name	Age	Gender	Na	me of School	Cl	ass	Approx. Annual Fees
H.K. Shouthi	25	F	Prie	Plus MNC	50	ales	
H.K. Rishika	20	F		UER college	15	I ye	45,000
Residence:	□ Owr	Paren	ts □ Re	nted Other			
Monthly Rent or EMI:	, jne	n W	100) 0	1 1		
Type of House:	□ Inde	pendent h		Flat House in	2 0 2		
-1,00		r I	y disc &	That is flouse III	a vasi		ontinued

Division: PURCHASE

Qualification / Education :
Years of Experience in
relevant field: 3 jean
Expected gross salary:
Justification for increase:
Cost of Living is Lacres of doub.
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day legat for a good hicrease in
Salar
ka sukana (di
Complaints & suggestions:
72
11.50 Should 25 1 Due Plan W. W. Z. Sale
Electrical designation of the second
THE TALL AREA OF A STATE OF STATE AND A STATE OF
Preferred Designation: As lu Management
to rate
Signature: Date: $1-4-2021$

Appraisal by Manager (Confidential report to HR)

Name of Employee:	D.K. HEMENDRA.				
Project:	BSLLP				
Overall performance:	- God-				
Attitude towards colleagues:	-Grod -				
Team player:	- G100A-				
Personal appearance:	- Good -				
Interest / Enthusiasm in work:	- N/A -				
Knowledge of work:	-God-				
Attendance / punctuality:	- Good -				
Communication skills - oral - in English	-G001 -				
Communication skills - oral - in Telugu	- Aversel -				
Note: Rate as good, average or poor.	0				
Key strengths:	kr				
Ci					
Shortcomings or weaknesses:					
How can we get more from the employee?					
What are the precautions to be taken?					
Prepared by: Parthabas	Date: C 4 2 1				
1 ononausar	6/7/2/				

For office use only:

Division: Purchase

1.	Item		Existing	Revised
2.	Name		D.K. Hemendra	
3.	C.T. C. Salary		19,651	
4.	Gross Salary including	ESI & PF	17,987	
5.	Basic		8,993	
6.	DA		1,798	3.5
7.	HRA		7,194	
8.	PF (Employer + Emplo	oyee)	2,158	-
9.	ESI (Employer + Empl	oyee)	719	
10.	Net Salary after ESI &	PF deduction	16,623	
11.	Mobile Allowance		399	
12.	Avg. monthly conveyance for last 3 months		0	
13.				
14.	Loan repayment per month			
15.	Medical insurance provided		No	
16.	Accidental insurance provided		Yes	
17.	No. of leaves taken in 2018-19		26	
18.	Company		SSLLP LOGISTICS	
19.	Division		Purchase	
20.	Designation		Store Manager	
21.	Remarks:			
		·		
	Prepared by:	Date:	Approved by:	Date:
	Iqra Khatoon	05-04-2021		

Division: Lurchard

Continued.....

SALARY REVISION FORM (2020-2021)

Name:		1.1		Heme	ndra	
Age:		18	3 7	Date of Birth:	12	-4-1962
Present Address:		ON A -	40	5. m	AY FLOO	VER PARK
1 Joint 4	i	M	all	a pun	Hyd	holod
		2,0	has	- rock	1.8 12	13
Phone ®:				Mobile:	96	18244433
Automobile:	⊠ Ca Nil	r ⊠ Bike	\bowtie	Make:		li'L
Vehicle EMI:		_		Year:	-	-
Salary at the time of joining:		1760	1/90	Date of joining	g: 7	7-2017
Personal Information (C	ptional))	,			
Marital Status:	Marrie	ed / Single	•	Marin	d	
Name of spouse:		Her	na			
Spouse works at:			Hou	2 Wife		
Spouse's designation:						
Spouse's Gross Salary:			_			
Number of Children:		2				
Name	Age	Gender	Nan	ne of School	Class	Approx. Annual Fees
Shoughi	25	F	An	ant Exi	Final	Fa out
Ridhita	20	f	XII	rie conju	Tylo	40000
			V			
Residence:	⊠ Ov	vn Pare	ents 🖂	Rented 🖂 Oth	ner -	and the same of th
Monthly Rent or EMI:	-7 C-	-dani	410			
Type of House:	☑ Independent house ☑ Flat ☑ House in a basti					

Division: Funchase

Qualification / Education :	Puc	
Years of Experience in	1914 · X · V	92 mm 1
relevant field: Expected gross salary:	3 years	
	23,000	Sport Service
Justification for increase:	Judolla old	
its cost of	I Living is very high	+
day by do	y Increase	
42169 19		
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buin	UKS M	
	Maria	11.8.2
Complaints & suggestions:	to the same	
- An	The A state of the Asset of the	
spiral to the	housely as I thinked	
rough on the My	5 days to a study	× ·
	A. C.	
-		
Preferred Designation:	A be manageset	
1		
Signatura	Date: 12 6 2	ado
Signature:	Date. 100 100	<u></u>

Appraisal by Manager (Confidential report to HR)

Name of Employee:	D.K. Hemendon.			
Project:	SSLLP			
Overall performance:	Good			
Attitude towards colleagues:	Grod			
Team player:	Grod			
Personal appearance:	Grad			
Interest / Enthusiasm in work:	Good			
Knowledge of work:	Good			
Attendance / punctuality:	Good.			
Communication skills - oral - in English	Good			
Communication skills - oral - in Telugu	Grad.			
Shortcomings or weaknesses: Earsly Fright (due to age)				
	ly forget (due to age)			
Shortcomings or weaknesses: Fax	ly Forget (due to age)			
Shortcomings or weaknesses: Fax How can we get more from the employee?	ly Forget (due to age)			
Shortcomings or weaknesses: Fars of the second teachers of the secon	ly Forget (due to age)			
Shortcomings or weaknesses: Fars of the second teachers. How can we get more from the employee?	ly Forget (due to sign)			

For office use only:

Division: Purchase

1.	Item		Existing	Revised	
2.	K. Hemendra				
3.	C.T. C. Salary		18715		
4.	Gross Salary includi	ng ESI & PF	17130		
5.	Basic		8565	*	
6.	DA		1713		
7.	HRA		6852		
8.	PF (Employer + Emp	ployee)	2190		
9.	ESI (Employer + En	nployee)	730		
10.	Net Salary after ESI & PF deduction		16871		
11.	Mobile Allowance		399		
12.	Avg. monthly conveyance for last 3 months		0		
13.			0	\[\frac{1}{2}\]	
14.	Loan repayment per month		0		
15.	Medical insurance provided		Medical insurance provided		
16.	Accidental insurance provided		YES		
17.	No. of leaves taken in 2019-20		5		
18.	Company		SSLLP Log		
19.	Division		Purchase		
20.	Designation		Store Manager		
21.	Remarks:				
	Prepared by:	Date:	Approved by:	Date:	
	Iqra Khatoon	15.06.20	G. Jai Kumar	16.06.20	

Appraisal by Manager (Confidential report to HR)

Name of Employee:	Hemandra (Stores)	
Project:	MHTR	
Overall performance:	Good	g
Attitude towards colleagues:	Good	•
Team player:	Average	0
Personal appearance:	Good	•
Interest / Enthusiasm in work:	Average	7
Knowledge of work:	Good	0
Attendance / punctuality:	Good	
Communication skills - oral - in English	Average	
Communication skills – oral – in Telugu	Average	-
Note: Rate as good, average or poor.		
Key strengths:		
Good at Paper work's and Hardwork	ing	
Shortcomings or weaknesses:		
How can we get more from the employee?		
What are the precautions to be taken?		
Prepared by:	Date:	