

Employee Profile

Name:	P.Venkateshwarlu		
Age :	47	Date of Birth:	27.06.1977
Present Address:	H-No- 3-44-15/16, Srinivas Nagar, Chengicherla, District - Medchal Malkajigiri, Hyderabad-92		
Emergency Contact:	8309351458	Mobile No:	9866755299
Automobile:	Bike ☐	Make:	HERO HONDA
Vehicle EMI:	NA	Year:	NA
Date of joining:	02.08.2022		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	P.Annapoorna				
Spouse works at:	House Wife				
Spouse's designation:	NA				
Spouse's Gross Salary:	NA				
Number of Children:	2 Members				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
P.Nivedhika	18	F	ACE Engineering	B.Tech	1.25L
P.Advith	16	M	Greenfeild scho	10th	52K
Residence:	Own ☐				
Monthly Rent or EMI:	12500/-				
Type of House:	Independent House ☐				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	16Lakhs	EMI:	12500/-
	Personal Loan		EMI:	
	Gold Loan		EMI:	
	Chit Fund:		EMI:	
	Others:		EMI:	
Insurance Policy	Medical Insurance:		Premium:	
	Life Insurance:	200000/-	Premium:	10,000/-
	Term Insurance:		Premium:	
	Other Insurance:		Premium:	
Type of savings	Mutual Funds:		☐	
	Stock bonds:		☐	
	Fixed Deposit:		☐	
	Other Savings:		☐	

APPRAISAL FORM 2024-2025

Designation:	Purchase Manager	Division:	Purchase
Qualification / Education:	B.Sc (Maths)		
Years of Experience in relevant field:	15 Years		
Expected Percentage	25%		
Justification for increase:	Working hard without any pending works since last year. I required amount more for my children higher Education.		
Justification for Promotion:	NILL		
Preferred Designation:	NILL		
Complaints:	NILL		
Suggestions:	NILL		

Signature: P.Venkateshwarlu

Date: 01.04.2024

Division: PurchaseSALARY REVISION FORM (2023-2024)

Name:	P. VENKATESHWARLU		
Age :	46 years	Date of Birth:	27/06/1977
Present Address:	# 3-44-15/645, chengicherla Boduppal - Hyderabad		
Phone ®:	9866755295	Mobile:	9866755295
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:	—	Year:	—
Salary at the time of joining:	38000/-	Date of joining:	02/08/2022

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	P. Annepoornima				
Spouse works at:	House wife				
Spouse's designation:	—				
Spouse's Gross Salary:	—				
Number of Children:	02 Nos				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Nivedhika	17	F	Judrai collage	Inter	62000/-
Aditya	15	M	Green field	10th	48000/-
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
Residence:	☒ Own ☐ Parents ☐ Rented ☐ Other				
Monthly Rent or EMI:	12800/-				
Type of House:	☒ Independent house ☐ Flat ☐ House in a basti				

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Division: Purchase

[illegible]

Signature:

Venkatash

Date:

12/04/2023

For office use only:

1.	Item	Existing	Revised
2.	Venkateshvarulu		
3.	C.T. C. Salary	38000	
4.	Gross Salary including ESI & PF	36200	
5.	Basic	18100	
6.	DA	3620	
7.	HRA	14480	
8.	PF (Employer + Employee)	3600	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	34200	
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	9	
18.	Company	SSLLP Log	
19.	Division	Purchase	
20.	Designation	Purchase Manager	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	18-04-2023