

Employee Profile

Name:	PATHAKAMSETTY B SIVA KUMAR		
Age :	33	Date of Birth:	06/04/1991
Present Address:	63-5-76, INDIRA COLONY2, VISAKHAPATNAM. PIN-530011		
Emergency Contact:	9705847689	Mobile No:	9948730119
Automobile:	Nil ☐	Make:	
Vehicle EMI:		Year:	
Date of joining:	05/12/2022		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	K ANUSHA				
Spouse works at:	Nil				
Spouse's designation:	Homemaker				
Spouse's Gross Salary:	Nil				
Number of Children:					
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	Rented ☐				
Monthly Rent or EMI:	4000				
Type of House:	House in Basti ☐				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan	300000	EMI:	10254
	Gold Loan		EMI:	
	Chit Fund:		EMI:	
	Others:	450000	EMI:	14946
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:	Sr.Engineer Division: CONST.
Qualification / Education:	B.Tech Civil
Years of Experience in relevant field:	8
Expected Percentage	Request for approval for 50% increment form basic pay.
Justification for increase:	I am adapting to all new procedures laid by management, whichever implemented in Mcodex by coordinating with respective departments to align myself for effective reporting outcome.
Justification for Promotion:	I am able to handle multiple works like materials, stores and regular project monitoring works even during odd timings & working which is going unnoticed by management, myself working flexible and reliable to complete the tasks with utmost responsibilities.
Preferred Designation:	Assistant Manager Deputy Manager
Complaints:	Company Phone storage issues. Need to arrange centralized data centre for all projects for backup/retrieve data.
Suggestions:	1) As material arrival increases, there should be a assigned material/store monitoring pers

Signature: _____

Date: _____

Amr

Division: CONSTRUCTION

SALARY REVISION FORM (2023-2024)

Name:	PATHAKAMSETTY B SIVA KUMAR		
Age:	32 Y 21 D	Date of Birth:	06-04-1991
Present Address:	63-5-764, INDIRA COLONY -II,		
	VISAKHAPATNAM, ANDHRA PRADESH		
	PIN CODE: 530011		
Phone @:		Mobile:	9948730119
Automobile:	☐ Car ☐ Bike ☒ Nil		Make:
Vehicle EMI:		Year:	
Salary at the time of joining:	32,500/-	Date of joining:	05-12-2022

Personal Information (Optional)

Marital Status:	Married / Single (Seen...)				
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:					
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

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For office use only:

1.	Item	Existing	Revised
2.	B. Siva Kumar		
3.	C.T. C. Salary	32500	
4.	Gross Salary including ESI & PF	32500	
5.	Basic	16250	
6.	DA	3250	
7.	HRA	13000	
8.	PF (Employer + Employee)	0	
9.	ESI (Employer + Employee)	0	
10.	Net Salary after ESI & PF deduction	32500	
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	6	
18.	Company	AMTZ	
19.	Division	Const	
20.	Designation	Sr. Engineer	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	Date:
			18-04-2023