

Employee Profile

Name:	S.Jaysudha		
Age :	39	Date of Birth:	
Present Address:	Plot No.167- & 168 1st floor,V.R. Colony, Cherlapally Hyderabad, Medchal,Opp-ST Joseph Church Cherlapally.		
Emergency Contact:	9,989,566,582	Mobile No:	9,701,532,934
Automobile:		Make:	
Vehicle EMI:		Year:	
Date of joining:			

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:	S.Rama Rao				
Spouse works at:	Own Buisness				
Spouse's designation:	Graphic Designner				
Spouse's Gross Salary:	20,000/-				
Number of Children:	1				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
S.Vaibhav	13	Male	Sri Chaitanya	8	60,000/-
Residence:	Rented ▼				
Monthly Rent or EMI:	8,000/-				
Type of House:	Flat ▼				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan		EMI:	
	Gold Loan		EMI:	
	Chit Fund:	1,00000/-	EMI:	6,000/-
	Others:	20,000/-	EMI:	2,500/-
Insurance Policy	Medical Insurance:		Premium:	
	Life Insurance:		Premium:	
	Term Insurance:		Premium:	
	Other Insurance:		Premium:	
Type of savings	Mutual Funds:		v	
	Stock bonds:		v	
	Fixed Deposit:		v	
	Other Savings:		v	

APPRAISAL FORM 2024-2025

Designation:	Purchase officer	Division:	Purchase
Qualification / Education:	B.A		
Years of Experience in relevant field:			
Expected Percentage	30%		
Justification for increase:			
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: S.jaysudha

Date: 01-04-2024

Division: PurchaseSALARY REVISION FORM (2023-2024)

Name:	S. Jay Sudha		
Age :	38	Date of Birth:	1984
Present Address:	plot no. 167-B V.R. Colony, Near S.t. Joseph church Chendapally		
Phone @:	—	Mobile:	9701532934
Automobile:	☐ Car ☐ Bike ☐ Nil	Make:	—
Vehicle EMI:	—	Year:	—
Salary at the time of joining:	16,000 /-	Date of joining:	28/10/22

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	S. Rama Rao				
Spouse works at:	Vaibhav adverts				
Spouse's designation:	Graphic Designer				
Spouse's Gross Salary:	20,000 /-				
Number of Children:	one				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
S. Vaibhav	11	M	Sri chaitanya techno school	6	50,000/-
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	10,000 /-				
Type of House:	☐ Independent house ☒ Flat ☐ House in a basti				

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Division: _____

[illegible]

Signature: S. Jaydude

Date: 14-04-23

For office use only:

1.	Item	Existing	Revised
2.	Jaya Sudha		
3.	C.T. C. Salary	16000	
4.	Gross Salary including ESI & PF	14645	
5.	Basic	7322	
6.	DA	1464	
7.	HRA	5858	
8.	PF (Employer + Employee)	1758	
9.	ESI (Employer + Employee)	585	
10.	Net Salary after ESI & PF deduction	13656	
11.	Mobile Allowance	399	
12.	monthly conveyance	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided		
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2022-23	11	
18.	Company	SSLLP Log	
19.	Division	Purchase	
20.	Designation	Purchase Officer	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	18-04-2023