Employee Profile

Name:	Borne She kappa						
Age:	58	3	Date of		oile	01/1966	1
Present Address:	Par	ivath nag	ar, Molhin	ragar, B	oraba	nda,	
Emergency Contact:	630	4941303	Mobile	No:	998	9833917	
Automobile:		_	Make:				
Vehicle EMI:			Year:				
Date of joining:							
Personal Information (O	ptional))					
Marital Status:	Ø Ma	arried	Single				
Name of spouse:	B.s	hanthamm	19 .				
Spouse works at:	110	use noife	;				
Spouse's designation:	-						
Spouse's Gross Salary:	-						
Number of Children:	4						
Name	Age	Gender	Name of So	chool	Class	Approx. Annual Fee	S
Residence:	0	won Hou	k,			11	
Monthly Rent or EMI:		•					
Type of House:	1	Cadina ada	Δ				_

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	-	EMI:	
	Personal Loan		EMI:	9.00
	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:	drainer		Division:	drivor. (Admi	n)
Qualification / Education:	7th class		2		
Years of Experience in relevant field:	24 year	y			
Expected Percentage	357,				
Justification for increase:					
As I wonking I justify 100% top Prices are increased my salary.	Sierce Jards my	Soman	y year	in this con	npany
prices are increases my salary.	Somueh,	consideri	of that	and Treve	ak.
Justification for Promotion:					
Preferred Designation:					
Complaints:					
Suggestions:	- 78				

Signature: 29/04/24

Division: Admin .

SALARY REVISION FORM (2023-2024)

Name:	B.	Shele	ap	Da		
Age:			11	Date of Birth:		
Present Address:						
Phone ®:				Mobile:		
Automobile:	□ Car	□ Bike □	Nil	Make:		
Vehicle EMI:				Year:		
Salary at the time of joining:	,			Date of joining		
Personal Information (O	ptional)				
Marital Status:	Marrie	ed / Single				
Name of spouse:						
Spouse works at:						
Spouse's designation:						
Spouse's Gross Salary:	8					
Number of Children:						
Name	Age	Gender	Na	me of School	Class	Approx. Annual Fees
Residence:	□ Ow	n 🗆 Paren	its 🗆 R	ented Other		
Monthly Rent or EMI:						
Type of House:	□ Ind	ependent l	house	☐ Flat ☐ House in		
					(Continued

Qualification / Education :	a via da,		
Years of Experience in relevant field:			
Expected gross salary:			
Justification for increase:		į.	
		0	
		1	
			7
		,	
Complaints & suggestions:		1	
		8	
		5	

Division:

Ciamatum	
Signature:	Date:

Preferred Designation:

Division: Admin.

For office use only:

1.	Item		Existing		Revised
2.	Shekappa G				
3.	C.T. C. Salary		23000		
4.	Gross Salary including	ESI & PF	21698		-
5.	Basic		10849		9
6.	DA		2169		
7.	HRA		8679		
8.	PF (Employer + Employ	yee)	2604		
9.	ESI (Employer + Emplo	oyee)	0		
10.	Net Salary after ESI &	PF deduction	20196		
11.	Mobile Allowance)x	399		
12.	monthly conveyance		0		
13.	Loan with company				
14.	Loan repayment per mo	onth			
15.	Medical insurance provided		Yes		
16.	Accidental insurance pr	ovided	Yes		
17.	No. of leaves taken in 2	022-23	18		
18.	Company		MPPL		u u
19.	Division		Admin.		
20.	Designation		Driver		
21.	Remarks:				
		-			
	Prepared by:	Date:	Approved	l by:	Date:
	Iqra Khatoon	14-04-2023			18-04-2023

Division: Admiz,

Continued.....

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SALARY REVISION FORM (2021-2022)

	-					
Name:	B	- She	Lass	b	2	1
Age:			11	Date of Birth:		
Present Address:	Ma	1-211	624	12 0	avvatle	Magar
3	Bor	abour	1.	Hud-	arvath Coots	7
190 p			+41	6	- 000(0
				Y Kr		
Phone ®:				Mobile:	214	2166755
Automobile:	□ Car	Bike 🗆	Nil	Make:	Ov	ricorn
Vehicle EMI:	3	-1 00 F	-	Year:		+ Months
Salary at the time of joining:	2	1000 -		Date of joining		05/2000
Personal Information (C	Optional)				
Marital Status:	-	ed / Single	2			
Name of spouse:	R.	Sha	Ha	mma		
Spouse works at:	-+1	bych	a 1			
Spouse's designation:	_	over Cic				
Spouse's Gross Salary:	_					
Number of Children:	10	4				
Name	Age	Gender	Na	me of School	Class	Approx. Annual Fees
Andrika	28	fende		-	-	
Trothi	27	Lenal		_	-	
Shrarand	25	Mala	PARC	TBA	2 dyen	80,000/
Say Kuman	20	Male	De	trajethi rue tird yeu	tinalyo	70,000
			,	•		
Residence:	□О₩	⁄n □ Paren	its 🗆 R	ented Other		_
Monthly Rent or EMI:	-				e g	
Type of House:	□ Ind	ependent l	house [Flat House in	n a basti	

Division:		

Qualification / Education :	7th standed	
Years of Experience in	1 maca	
relevant field:	21 year	
Expected gross salary:	30,000 -	
Justification for increase:	i to a procedure t	
Sohon	Sr.	
	,	
	Am working ?	" Your
D. o. A.	An working ?	N Ober
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	Still an jetting	Salary Salary
17k. Please -	o the reedfull	C.
	J. 1 1 25	
/	Margarit med 2 . T	524
C 1' 4 0	S History & A. S.	
Complaints & suggestions:	9	
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		N 1 A
		- 11
	1 111	1
	A Comment of the Comm	ANTONIA C
The state of the s	Anne de la la la companya de la comp	VALUE V
Preferred Designation:	8	
-2111070	Y	1
Signature:	Date: 06 0	4 2021

Appraisal by Manager (Confidential report to HR)

Name of Employee.	B Shekappa			
Project:	Head Office	Company:	SSLLP Logistics	
Overall performance		Good		
Attitude towards colle	agues	Good		
Team player		Average		
Personal appearance		Good		
Interest / Enthusiasm	in work	Average		
Knowledge of work		Good		
Attendance / punctuality		Good		
Communication skills – oral – in English		Poor		
Communication skills - oral - in Telugu		Good		
Note: Rate as good, a	verage or noor			

Note: Rate as good, average or poor.

Jai Kumar

Key strengths:		
Shortcomings or weaknesses	:	
How can we get more from t	he employee?	
What are the precautions to l	be taken?	
-0. 70		
Prepared By:	Date:	

05.04.2021

For office use only:

Division: Admin.

1.	Item		Existing	Revised	
2.	Name		B Shekappa		
3.	C.T. C. Salary		19,348		
4.	Gross Salary including	ESI & PF	17,710		
5.	Basic		8,855		
6.	DA		1,771		
7.	HRA		7,084		
8.	PF (Employer + Employ	yee)	2,126		
9.	ESI (Employer + Employee)		708		
10.	Net Salary after ESI & PF deduction		13,364	-	
11.	Mobile Allowance		399		
12.	Avg. monthly conveyance for last 3 months		3600		
13.					
14.	Loan repayment per month				
15.	Medical insurance provided		No		
16.	Accidental insurance provided		Yes		
17.	No. of leaves taken in 2018-19		15		
18.	Company		SSLLP LOGISTICS		
19.	Division	et _{ano}	Admin.		
20.	Designation		Driver		
21.	Remarks:				
	Prepared by:	Date:	Approved by:	Date:	
	Iqra Khatoon	05-04-2021			

Division: Admin,

SALARY REVISION FORM (2020-2021)

Name:	She	geap	pa.			
Age:			1	Date of Birth:		
Present Address:					•	
				4		
Phone ®:				Mobile:		
Automobile:	□ Car	□ Bike □	Nil	Make:		
Vehicle EMI:				Year:		
Salary at the time of joining:				Date of joining		
Personal Information (O	ptional))				
Marital Status:	Marrie	ed / Single	;			
Name of spouse:						
Spouse works at:						
Spouse's designation:						
Spouse's Gross Salary:						
Number of Children:						
Name	Age	Gender	Na	ame of School	Class	Approx. Annual Fees
					100	
Residence:	□ Ow	n 🗆 Paren	ts 🗆 R	ented Other		
Monthly Rent or EMI:						
Type of House:	☐ Independent house ☐ Flat ☐ House in a basti					

Continued.....

Division:	

Qualification / Education :		
Years of Experience in relevant field:		
Expected gross salary:		
Justification for increase:		
	0	
		K
Complaints & suggestions:		
Preferred Designation:		

Date: _____

Signature:

Appraisal by Manager (Confidential report to Admin)

Name of Employee.	B Shekappa			
Project:	Head Office	Company:	SSLLP	
Overall performance		Good		
Attitude towards colleagues		Good		
Team player		Average		
Personal appearance		Good		
Interest / Enthusiasm in work		Average		
Knowledge of work		Good		
Attendance / punctuality		Good		
Communication skills – oral – in English		Poor		
Communication skills	– oral – in Telugu	Good		

Note: Rate as good, average or poor.

Key strengths:	
Shortcomings or weaknesses:	
How can we get more from the employee?	
Petrol conveyance to be increased	
What are the precautions to be taken?	
1	- c

Prepared By:	Date:	
Jai Kumar	20.06.20	

For office use only:

Division: Admn

1.	Item		Existing	Revised	
2.	B Shekappa				
3.	C.T. C. Salary		10000		
4.	Gross Salary including	ESI & PF	10000		
5.	Basic		5000		
6.	DA		1000		
7.	HRA		4000		
8.	PF (Employer + Employee)		0		
9.	ESI (Employer + Employee)		0		
10.	Net Salary after ESI & PF deduction		10655		
11.	Mobile Allowance		399		
12.	Avg. monthly conveyance for last 3 months		0		
13.			40000		
14.	Loan repayment per month		2000		
15.	Medical insurance provided		YES		
16.	Accidental insurance provided		YES		
17.	No. of leaves taken in 2019-20		13		
18.	Company		SSLLP Log		
19.	Division		Admn		
20.	Designation		Driver		
21.	Remarks:				
	Prepared by:	Date:	Approved by:	Date:	
	Iqra Khatoon	15.06.20	G. Jai Kumar	16.06.20	