Employee Profile

Name:	Raja Reddy.B									
Age:	33 Yrs Date of Birth: 14/08/1989									
Present Address:	H no 3-13-125/43, Bank colony, Mallapur, Hyderabad. 76									
Emergency Contact:	9502	188699		Mobile No:		9502	2188699			
Automobile:	Car			Make:		Alto				
Vehicle EMI:	4,000)		Year:		2019				
Date of joining:	08/07	7/2007	8.0							
Personal Information (O	ptional)								
Marital Status:	⊙ M	arried	0.5	Single						
Name of spouse:	Ashv	/ini.B								
Spouse works at:	-	41					1			
Spouse's designation:	-				12					
Spouse's Gross Salary:	-									
Number of Children:	-									
Name	Age	Gender	Na	me of School	Class		Approx. Annual Fees			
-		-	-		-		-			
-		-	-		-		-			
-										
-		The state of the s					-			
-										
Residence:	Rente	:d					71 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -			
Monthly Rent or EMI:	6,000									

Type of House:

Flat

FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:	-	EMI:	-
	Personal Loan	3,000,00	EMI:	1,500
	Gold Loan	1,00,000	EMI:	1,200
	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:	Electrical super	Division:	Construction
Qualification / Education:	ITI- Diploma		Section 1
Years of Experience in relevant field:	17		
Expected Percentage	100		
Justification for increase:			
All MEP working doing with support to construction electr	n mep team members and h	nelping to th	em. i am doing in
Justification for Promotion:			
-			
Preferred Designation:	As per management		
Complaints:			
-			,
Suggestions:			
		1	1/202/

Division:				

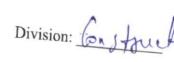
SALARY REVISION FORM (2023-2024)

Name:	B	Payo	a F	eddey.		
Age:		J		Date of Birth:		
Present Address:						
Phone ®:				Mobile:		
Automobile:	□ Car	□ Bike □	Nil	Make:		
Vehicle EMI:	9			Year:		
Salary at the time of joining:				Date of joining:		
Personal Information (O	ptional))				
Marital Status:	Marrie	ed / Single				
Name of spouse:	1.50					
Spouse works at:						
Spouse's designation:						
Spouse's Gross Salary:						
Number of Children:						
Name	Age	Gender	Na	me of School	Class	Approx. Annual Fees
	*					
Residence:	□ Ow	n 🗆 Paren	ts 🗆 R	ented \square Other		
Monthly Rent or EMI:						
Type of House:	□ Inde	ependent l	iouse [☐ Flat ☐ House in	a basti	

Division: MEP

For office use only:

1.	Item		Existing		Revised
2.	Raja Reddy.B				
3.	C.T. C. Salary		18109		
4.	Gross Salary including ES	SI & PF	16575		
5.	Basic		8287		38
6.	DA		1657		
7.	HRA		6630		
8.	PF (Employer + Employe	e)	1990		
9.	ESI (Employer + Employer	ee)	663		
10.	Net Salary after ESI & PF	deduction	15306		
11.	Mobile Allowance		399		
12.	monthly conveyance		0		
13.	Loan with company				
14.	Loan repayment per mont	th			
15.	Medical insurance provide	ed			
16.	Accidental insurance prov	vided	Yes		
17.	No. of leaves taken in 202	22-23	19		
18.	Company		GVDC		
19.	Division		MEP		
20.	Designation		Electrician		
21.	Remarks:				
	Prepared by:	Date:	Approved	by:	Date:
	Iqra Khatoon 1	4-04-2023			18-04-2023



SALARY REVISION FORM (2022-2023)

Name:

Age:			aga Reddy	7 7 7		
Present Addres	SS:	36	11.09 T	Dat- Cr	irth:	14/08/198
		malla p	1-3-13.	-125/4	Be B.	onto colony
Phone ®:				· New		
Automobile:		7848 72 Car € Bik	1508 M	lobile:		9502188699
Vehicle EMI:			111	ake:		Haro Hoons
Salary at the time joining:	of	3.000, 1. 7.000/-		ear:		2021
Personal Informat			Da	te of join	ing:	07/03/2008
Marital Status:	Mai	nal) rried / Sing	et a			,
Name of spouse:	1		gie		The state of the s	
Spouse works at:		SW13;				
Spouse's designation	on: D	gree.		- 65		
Spouse's Gross Sala	iry:	J. C.				
Number of Children	:					
Name	Age	Gender	Name of S	1 .		
			Tanic of S	chool	Class	Approx. Annual Fees
	-					
esidence:						
	□ Own □	Parents V	Rented Oth	100		
onthly Rent or EMI: pe of House:	6,500	1/-				
110036.	□ Indeper	ndent house	e 🗆 Flat V Hor	Ica in 1		

Division: Const.

For office use only:

	Item		Existing	Revised
1.	Raja Reddy.B			
2.	C.T. C. Salary		16706	
3.	Gross Salary including ES	SI & PF	15292	
4.	Basic	-	7646	
5.	DA		1529	
6.	HRA		6116	
7.	PF (Employer + Employe	e)	1774	
8.	ESI (Employer + Employer	ee)	591	
9.	Net Salary after ESI & PF	deduction	13642	
10.	Mobile Allowance		399	
11.	Avg. monthly conveyance for last 3 months		0	
12.	Loan with company			
13.	Loan repayment per mont	th	0	
14.	Medical insurance provide	ed		
15.	Accidental insurance prov	vided	Yes	
16.	No. of leaves taken in 202	21-22	12	
17.	Company		GMR	
18.	Division		Const.	
19.	Designation		Electrician	
20.	Remarks:			
	Prepared by:	Date:	Approved by:	Date:
	Iqra Khatoon 1	2.04.22	G. Jai Kumar	15.04.22

Division: Constauction

	SALAI	RY REVIS	ION F	ORM (2021-202	<u></u>	
Name:	B	RaJaz	reddy	(Ronju)	10
Age:		yeas.	-	Date of Birth:		108/1985
Present Address:	Ho	No. 5	3-13-	125/43		
- × 5	Sur	79 mag	س	Benkral	ny	T.
		2		Mapour		4.2
			4.	2 2 2		
Phone ®:		721508		Mobile:	950	02188699
Automobile:	⊠ Ca Nil	r⊠ Bike		Make:	41-09	o Homba
Vehicle EMI:	1800	1-		Year:	202	
Salary at the time of joining:	780			Date of joining	07)	106/2008
Personal Information (C	ptional)		5		
Marital Status:	Marrie	ed / Single	63			
Name of spouse:	Ash	winp				
Spouse works at:		se wit	26			
Spouse's designation:		W Year.		tage)		
Spouse's Gross Salary:	-	10	(- 1	, , ,		
Number of Children:	_					
Name	Age	Gender	Na	me of School	Class	Approx. Annual Fees
		1				

/				
Residence:	⊠ Own ⊠ I	Parents Rented 🖂	Other	
Monthly Rent or EMI:	5,500	turono es ronto		
Type of House:	1	ent house 🖂 Flat 🔏 F	House in a basti	
			0	landing al

Appraisal by Manager (Confidential report to HR)

Name of Employee.	B Raja Reddy					
Project:	Head Office	Company:	MPPL			
Overall performance		Good				
Attitude towards colle	eagues	Average	ε			
Team player		Good				
Personal appearance		Good				
Interest / Enthusiasm	in work	Average				
Knowledge of work		Good				
Attendance / punctual	ity	Poor				
Communication skills	s – oral – in English	Poor				
Communication skills	s – oral – in Telugu	Good				
Note: Rate as good as						

Note: Rate as good, average or poor.

I	Key strengths:	
ŀ		
l	Can able to any kind of electrical works either it is major or minor	

Shortcomings or weaknesses:	
Moon lighting with help of Project Mangers	\neg

	<u></u>
_	

What are the	e precautions to be taken?	- 7
ai .		

Prepared By:	Date:	
Jai Kumar	05.04.2021	

For office use only:

Division: Admin.

1.	Item		Existing	Revised
2.	Name		B Raja Reddy	
3.	C.T. C. Salary		15,383	
4.	Gross Salary includir	ng ESI & PF	14,081	
5.	Basic	18 34 19 19 19 19 19 19 19 19 19 19 19 19 19	7,040	
6.	DA		1,408	
7.	HRA		5,632	
8.	PF (Employer + Emp	oloyee)	1,690	
9.	ESI (Employer + Em	ployee)	563	
10.	Net Salary after ESI	& PF deduction	13,130	-
11.	Mobile Allowance		399	
12.	Avg. monthly convey months	vance for last 3	0	
13.	Loan with company	2 80		
14.	Loan repayment per	month		
15.	Medical insurance pr	ovided	No	
16.	Accidental insurance	provided	Yes	•
17.	No. of leaves taken in	n 2018-19	26	
18.	Company		MPPL	
19.	Division		Admin.	
20.	Designation		Electrician	
21.	Remarks:			
		N 12		
•	Prepared by:	Date:	Approved by:	Date:
	Igra Khatoon	05-04-2021		

Division: Construction

SALARY REVISION FORM (2020-2021)

Name:		B	· Ras	ja Re	ady	•			
Age:		3	The state of the s		Date of	Birth:	14-	08-10	180
Present Ad	dress:	3-	- 13-	125/4	3.	Bank C	olony	, No	llohu
		Po	od n	10-3-	Su		lago	, H4.	1
		-	2600			d	0 -7	12	
Phone ®:					Mobile:		95	02188	699
Automobil	e:	□ Ca	ar Bike	□ Nil	Make:			2017	
Vehicle EN		•	300	0 -	Year:		2	017	
Salary at the joining:	ne time of	8	000	-	Date of	joining:	7	-7-2	2008
Personal Inf	ormation (Op	tional)_						
Marital Sta	itus:	Mari	ried / Sin	gle					
Name of sp	oouse:	B.	AShu	PINI					
Spouse wo	rks at:	-	_						
Spouse's d	esignation:	· Sr	Hee -	2 nd)	eal				
Spouse's C	Bross Salary:	-				120			
Number of	Children:	-							
Na	Age	Gende	r Na	Name of School			Appr Annual		
1						re-			
	6					1			
				1					
						TH. Y			
					b	1.4			
Residence:		□ O	wn 🗆 Par	ents Re	ented O	ther			
Monthly R	ent or EMI:	8	000/						
Type of Ho	ouse:	□ In	depender	nt house	Flat H	ouse in a b	asti		
							Co	ntinued	

Divis	ion:			

Qualification / Education: TI cle Corrical
Years of Experience in relevant field:
Expected gross salary: 30,000
Justification for increase:
-) In an travelling to No of So-ey
1 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
Soffice and 3 offer and
y am frolling to all you cuit out
resitation 0
a got Married last Jeval, May
Salary is not craven to maintain my sector
family DD
-> gotting lot of Stock to Julipule for Pelifolde
Complaints & suggestions:
Ser Grady oppoint one classical top
· Engineel.
Preferred Designation: SV - Elector Gan
Signature: 19-06-2020

Division: Conchuch'm

Appraisal by Manager (Confidential report to HR)

Name of Employee:	R. Raja Reddy
Project:	Buc
Overall performance:	Good
Attitude towards colleagues:	Good
Team player:	900 d
Personal appearance:	9000
Interest / Enthusiasm in work:	Good
Knowledge of work:	Good
Attendance / punctuality:	Good
Communication skills – oral – in English	
Communication skills – oral – in Telugu	Good
Note: Rate as good, average or poor	· · · · · · · · · · · · · · · · · · ·

Note: Rate as good, average or poor.

Key strengths:	
Initiative, problem so	Tring Deeisi'm Making
Shortcomings or weaknesses:	
-	
How can we get more from the employed	e?
quidance from Senio	r person before starry the word
What are the precautions to be taken?	
Prepared by:	Date:
a. Vijay Roj	11/06/20

For office use only:

Division: Admin.

1.	Item		Existing	Revised
2.	B Raja Reddy			
3.	C.T. C. Salary		14651	
4.	Gross Salary including ES	SI & PF	13411	
5.	Basic		6705	
6.	DA		1341	
7.	HRA		5364	
8.	PF (Employer + Employe	ee)	1714	
9.	ESI (Employer + Employ	ee)	598	
10.	Net Salary after ESI & PI	deduction	13981	
11.	Mobile Allowance		399	
12.	Avg. monthly conveyance months	e for last 3	0	
13.	Loan with company		0	
14.	Loan repayment per mon	th	0	
15.	Medical insurance provid	ed		
16.	Accidental insurance prov	vided	YES	
17.	No. of leaves taken in 20	19-20	9	
18.	Company		MPPL	
19.	Division		Admin.	
20.	Designation		Electrician	
21.	Remarks:			
	Prepared by:	Date:	Approved by	7: Date:
	Iqra Khatoon 1	5.06.20	G. Jai Kumar	16.06.20

Division: Construction.

SALARY REVISION FORM (2019-2020)

Name:	B Raja Reddy							
Age:	32 Date of Birth: 14/08/19					28/1985		
Present Address:	Mallapur Hydresad							
	Back sich Road Mff.							
Phone ®:				Mobile:		29	12188199	
Automobile:	□ Car	Bike □	Nil	Make:		Hes	10	
Vehicle EMI:	250	0/10		Year:		20	6	
Salary at the time of joining:	380	0/-		Date of joining:		17/0	7/2008	
Personal Information (O	ptional)						
Marital Status:	Marrie	ed / Single	é					
Name of spouse:	Ashwini							
Spouse works at:								
Spouse's designation:								
Spouse's Gross Salary:								
Number of Children:								
Name	Age	Gender	Nai	me of School	(Class	Approx. Annual Fees	
	-	_	<u> </u>					
						à		
Residence:	□ Own	n 🗆 Paren	ts to Re	nted Other			-	
Monthly Rent or EMI:	400	of						
Type of House:	☐ Independent house ☐ Flat ☐ House in a basti							

Appraisal by Manager (Confidential report to Admin)

Name of Employee.	B. Raja Reddy				
Project:	Head Office	Company:	SSLLP Logistics		
Overall performance		Good			
Attitude towards colle	agues	Good			
Team player		Good			
Personal appearance		Good			
Interest / Enthusiasm in work		Average			
Knowledge of work		Average			
Attendance / punctuality		Good			
Communication skills – oral – in English		Average			
Communication skills – oral – in Telugu		Good	Good		
Note: Determine					

Note: Rate as good, average or poor.

Prepared By:

Jai Kumar

77	
Key strengths:	
	2
Shortcomings or weaknesses:	
How can we get more from the employee?	
What are the precautions to be taken?	

Date:

23.04.19

For office use only:

	Item		Existing	Revised
1.	B Raja Reddy			
2.	C.T. C. Salary		13500	
3.	Gross Salary including ESI & PF		12323	
4.			3696	
5.	DA		1232	
6.	HRA		4929	
7.	CCA		1232	
8.	TA		616	
9.	EA		616	
10.	. PF (Employer + Employee)		1184	
11.	ESI (Employer + Employee)		801	
12.	P.T.		0	
13.	Net Salary after ESI & PF deduction		11515	
14.			399	
15.	Avg. monthly conveyance for last 3 months		0	
16.	Loan with company		0	
17.	Loan repayment per mo	onth	0	
8.	Medical insurance prov	ided		
9.	Accidental insurance provided		YES	
0.	No. of leaves taken in 2018-19		26	
1.	Company		MPPL	
2.	Division		Admin	
3.	Designation		Electrician	
4.	Remarks:			
	Dranger d L	_		
-		Prepared by: Date:		Date:
	qra Khatoon 12.04.19			