

Employee Profile

Name:	Rachamalla Karthik		
Age :	23	Date of Birth:	25/01/2001
Present Address:	30-1129 Vinayak Nagar, Neredmet Malkajgiri		
Emergency Contact:		Mobile No:	9866181379
Automobile:	Bike ☐	Make:	
Vehicle EMI:		Year:	
Date of joining:	08/11/2022		

Personal Information (Optional)

Marital Status:	☐ Married ☒ Single				
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:					
Monthly Rent or EMI:					
Type of House:					

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan		EMI:	
	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:	Asst Accountant	Division:	Accounts
Qualification / Education:	MBA/Finanace		
Years of Experience in relevant field:	18 Months		
Expected Percentage			
Justification for increase:	Over the past 18 Months I've Grown significantly as an employee, deepended my understanding of the industry, improved my skill set and taken on many new responsibilites. For these reason i want to request an adjustment to my salary, my salary has remained the same since November 2022		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: _____

Date: _____