Employee Profile

Name:	K. Gopik	irishna	
Age:	50	Date of Birth:	05/05/74
Present Address:	H.NO! 1-7-	1761A OPP:	PocHAMMA
	Temple BAK		USHEERABAD
	HYDERABAD	500 02	0
Emergency Contact:	9291669599	Mobile No:	
Automobile:	BAJAJ	Make:	CT 100
Vehicle EMI:		Year:	2005
Date of joining:	2012		

Personal Information (Optional)

Personal Information (O)	ptional)					
Marital Status:	Ma	Married				
Name of spouse:	R. UMA Devi					
Spouse works at:		owe 1				
Spouse's designation:	1	wter				
Spouse's Gross Salary:		-				
Number of Children:	,	Three	(3)			
Name	Age	Gender	Name of School	Class	Approx. Annual Fees	
19. Binda	27	F	MARRICA			
K. MANISH	23	M	Methodist E College A	up'ne	eu. 7	
1. VISHWES	19	M	Degree III		72,000	
Residence:	0	wn				
Monthly Rent or EMI:		-				
Type of House:	B	ASTI			Santinua d	

Continued.....

FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan		EMI:	
	Gold Loan	1,24,000	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:	Assirance	Division:	Accounts
Qualification / Education:	They		
Years of Experience in relevant field:	12 Year	3	
Expected Percentage	05 peg cor	npanej 1	norms
Justification for increase:			
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions			
Suggestions:			

Signature: N. Jame: 02/04/24

Continued.....

SALARY REVISION FORM (2023-2024)

Name:		15.	Co	Pi KRIS	SHNA	7	
Age:	1	49		Date of Birth:		5-	05-1974
Present Address:	1-	7-17	6/A	TST FO	oov	B	AKAKAM
				BAD			
Phone ®:				Mobile:	(35	02211711
Automobile:	□ Car	₩ Bike	Nil	Make:			J CT-100
Vehicle EMI:		<u> </u>		Year:			06
Salary at the time of joining:	7	,250	1	Date of joinin	ıg:	18-	8-2012
			/			0	0
Personal Information (C				- e.i.			
Marital Status:	Marri	ed / Sing l		MARRIE	0		
Name of spouse:		K.I	SMA	DEVI			
Spouse works at:				_			
Spouse's designation:		INTI	ER				
Spouse's Gross Salary:							
Number of Children:		3 No	S				
Name	Age	Gender	. Na	ame of School	Cla	ISS	Approx. Annual Fees
K. Bindu	26	F		MARRIE	ê o		-
1			ME	THOD 13+	70	nel	74,000)
K. MANIST	,7.7	M	Colle	ege of Ens	earily	yew	77,000/
			4 T	ege of Ehs)		
C. VISHWESH	19	M	II	MC College	15	+	58,000)
				courge	- Jea		
Residence:	V Ow	n 🗆 Parei	nts 🗆 R	ented Other		2	
Monthly Rent or EMI:		_		-			
T	□ Ind	anandant	house	Elat V House	in a bas	ti	

Qualification / Education:	Inter
Years of Experience in relevant field:	11 Years 20,000 /
Expected gross salary:	20,000
Justification for increase:	Marin Addition
125021-1-1-1	
To freely 21.	
d 00 1 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	
	3 (4) 11 2 2
Complaints & suggestions:	
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ne lorge 1215	PART AIN
N. A. V. S.	THE RESERVE THE PROPERTY OF
	AMPER AND
637	Jan Die De Leesen (1997)
Preferred Designation:	

For office use only:

1.	Item		Existing	Revised
2.	Gopi Krishna. K			
3.	C.T. C. Salary		16592	
4.	Gross Salary including ES	SI & PF	15187	
5.	Basic		7593	
6.	DA		1518	
7.	HRA		6075	
8.	PF (Employer + Employee)		1822	
9.	ESI (Employer + Employee)		607	
10.	Net Salary after ESI & PF	deduction	13012	
11.	Mobile Allowance		399	
12.	monthly conveyance		0	
13.	Loan with company		7000	
14.	Loan repayment per month		1000	
15.	Medical insurance provide	ed		
16.	Accidental insurance provided		Yes	
17.	No. of leaves taken in 2022-23		14	
18.	Company		MPPL	
19.	Division		Accounts	
20.	Designation		Accounts Assistant	
21.	Remarks:			
	Prepared by:	Date:	Approved by:	Date:
	Iqra Khatoon 14	4-04-2023		18-04-2023

SALARY REVISION FORM (2022-2023)

1-7 Ten	18	JA BA	Mobile:	CHA	n m (NS)	5-1974 CA KEERABAL 022117)1
Ten	nple OCRA	BAL	Mobile:		n m (NS)	KEERABAL
Ten	nple OCRA	BAL	Mobile:		105)	NEERAB <u>N</u>
717	DERA	BAL	Mobile:	<u> </u>		
□ Car	⊠ Bike [⊃ Nil			951	20 21 157 1.
□ Car	⊠ Bike [⊃ Nil			951	1921101.
□ Car	⊠ Bike □	⊃ Nil				12-1111
-			Make:	1	BAJAJ CTI	
			Year:		2006	
(6750	Date of joining:		g:	12-4-2011	
ptional)					
	White the same	e	MARRIE	D		
10	UMA	ne				
	-					
T	nter					
	-	_				
(-	3)	Thire	<u>, </u>			
Age	Gender			Cla	ass	Approx. Annual Fees
25	F	Mx	ARRIED			
		MAH	Aveer Degree	-1	V	Per Annun
21	M	Col	leage	111	Year	32,000/
	ptional Marrie	ptional) Married / Single (3) Age Gender	Married/Single IC, UMADE Tuter (3) Three Age Gender Nam 25 F MA	Married/Single MARRIES IC. UMA DEU1 Thee (3) Thee Age Gender Name of School MARRIED MAHRUER DEM College	Married/Single MARRIED IC. UMA DEVI Thee Age Gender Name of School Cla MARRIED MARRIED	Married/Single MARRIED (3) Thee Age Gender Name of School Class MARRIED MAHRIED

K. UISHWESH

Monthly Rent or EMI:

Residence:

Type of House:

16

M

☑ Own □ Parents □ Rented □ Other _

□ Independent house □ Flat M House in a basti

Continued.....

nwo

26,500/

Division: Al Counts

Qualification / Education:	Tuter
Years of Experience in relevant field:	11 Year's
Expected gross salary:	19,500/
Justification for increase:	I AM Completing All In Time & PARTNERS
BANK WORK	In Time & PARTNERS
BANK Work	
0	
34 235 Av. 10	
Complaints & suggestions:	
P. (2002)	
129 may 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	Latter to the state of the stat
4 1996	
	Adams of the Alexander Control of the State
D . D	
Present Designation:	Accounts Assitance
Preferred Designation:	
Signature: X. Gim	Date: 14 4 22

For office use only:

	Item		Existing	Revised
1.	Gopi Krishna. K			
2.	C.T. C. Salary		15276	
3.	Gross Salary including ES	I & PF	13982	
4.	Basic		6991	
5.	DA		1398	
6.	HRA		5593	-
7.	PF (Employer + Employee)		1788	
8. s	ESI (Employer + Employee)		678	
9.	Net Salary after ESI & PF deduction		13941	
10.	Mobile Allowance		399	
11.	Avg. monthly conveyance for last 3 months		0	
12.	Loan with company		29780	
13.	Loan repayment per month		500	
14.	Medical insurance provide	ed		
15.	Accidental insurance provided		Yes	
16.	No. of leaves taken in 2021-22		8	
17.	Company		MCS	
18.	Division		Accounts	
19.	Designation		Accounts Assistant	
20.	Remarks:		9.	
	Prepared by:	Date:	Approved by:	Date
		2.04.22	G. Jai Kumar	15.04.22

	SALAI	RY REVI	SION I	FORM (2021-202	(2)		
Name:	15	. Go	o'n k	CRISHNA			
Age:	4	9 year				23	1311972
Present Address:	H. 1	10:1-	7-17	16/A OPP	Pe	Married H.	
	-			karem 1			
A Mariana				- 500			
Phone ®:				Mobile:		95	02211711
Automobile:	□ Car Bike □ Nil			Make:			TAJ
Vehicle EMI:			Year:		2006		
Salary at the time of joining:	7,	2501		Date of joining			012
Personal Information (C	ptional)_					
Marital Status:	Marri	ed / Singl	e				
Name of spouse:	k.	UMA	DE	vì			
Spouse works at:		OUSE					
Spouse's designation:		nter					An and
Spouse's Gross Salary:		-					
Number of Children:	3	No's					
Name	Age	Gender	Na	me of School	Cl	ass	Approx. Annual Fees
K. Bindu	24	F	(MARRIED			_
K. MANISH	19	M	Pol	TEINIC	File	and ar	31,5001-
K. VISHWESH	15	M	Ju	ter 1styenr			23,750/

✓ Own □ Parents □ Rented □ Other Residence: Monthly Rent or EMI: ☐ Independent house ☐ Flat House in a basti Type of House:

K. VISHWESH

Continued.....

Division:	1	
DIVIDIOII.	STATES STATES	The second second

Qualification / Education :	Later
Years of Experience in relevant field:	9 years on Banks 19,250/- working thorn text 14 years
Expected gross salary:	19,250/
Justification for increase:	working trong Lest 14 years
1990	10.64 / 10.64
and the second s	THE LANGE TO SERVICE STREET
en e	TO THE PERSON OF THE REST OF THE REST.
Complaints & suggestions:	
	TAKE THE RESERVE TO THE RESERVE THE RESERV
Enter the transfer of the tran	
	Converge of the Converge of th
2 30 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	
V 45	
Preferred Designation:	As Company Sussert

Signature: U. Gan Uhirlun

Date: 2 4 21

For office use only:

Division: Accounts

1.	Item		Existing	Revised
2.	Name		K. Gopi Krishna	
3	C.T. C. Salary		14,034	
4.	Gross Salary includin	g ESI & PF	12,845	
5.	Basic		6,422	
6.	DA		1,284	
7.	HRA		5,138	
8.	PF (Employer + Emp	loyee)	1,542	
9.	ESI (Employer + Em	ployee)	513	
10.	Net Salary after ESI	& PF deduction	8,978	
11.	Mobile Allowance		399	
12.	Avg. monthly conveyance for last 3 months		0	
13.			5,930	
14.	Loan repayment per month		500	
15.	Medical insurance provided		No	
16.	Accidental insurance provided		Yes	
17.	No. of leaves taken in	2018-19	26	
18.	Company		MCS	
19.	Division	*	Accounts	
20.	Designation		Accounts Assistant	
21.	Remarks:			
	Prepared by:	Date:	Approved by:	Date:
_	Igra Khatoon	05-04-2021		-

SALARY REVISION FORM (2020-2021)

Age: H6 Years Date of Birth: D5-05-19	Name:	K.	Cop.	K	RISHNA		
Phone ®: Automobile: Ocar Bike Onil Make: Salary at the time of joining: Personal Information (Optional) Marital Status: Married / Single Name of spouse: Spouse's designation: Spouse's Gross Salary: Name Age Gender Name of School Class Approx. Annual Fee K. Bi Ju 23 F Married K. MANISH 18 M MAHAVEER Engineery Var Salary School Class Approx. Annual Fee K. MANISH Residence: Mown Parents Rented Other	Age:		46	leavs	Date of Birth:	05	-05-1974
Phone ®: Automobile: Otal Bike Nil Make: SASATS CT 101 Vehicle EMI: Salary at the time of joining: 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 Fee H. Bindu 23 F Married K. MANISH NAMANISH NAMANISH NAMANISH NAMANISH Residence: Mown Parents Rented Other	Present Address:	1					
Automobile: Car Bike Nil Make: BAJAJ CT 100 Vehicle EMI: Year: 2005 Salary at the time of joining: Date of joining: 2012 Personal Information (Optional) Marital Status: Married / Single Mattie d Name of spouse: K. UMA DEVI Spouse works at: Spouse's Gross Salary: Number of Children: 3 Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Mattie d K. MANISH 18 M MAH AVEER Engineering 29, 20 K. MANISH 18 M KAKAHYA School X 33, 600 Residence: Own Parents Rented Other		MI	SHEE	RAB	AD HYD	- 50	0 020
Automobile: Car Bike Nil Make: BAJAJ CT 100 Vehicle EMI: Year: 2005 Salary at the time of joining: Date of joining: 2012 Personal Information (Optional) Marital Status: Married / Single Mattie d Name of spouse: K. UMA DEVI Spouse works at: Spouse's Gross Salary: Number of Children: 3 Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Mattie d K. MANISH 18 M MAH AVEER Engineering 29, 20 K. MANISH 18 M KAKAHYA School X 33, 600 Residence: Own Parents Rented Other							
Automobile: Car Bike Nil Make: BAJAJ CT 100 Vehicle EMI: Year: 2005 Salary at the time of joining: Date of joining: 2012 Personal Information (Optional) Marital Status: Married / Single Mattie d Name of spouse: K. UMA DEVI Spouse works at: Spouse's Gross Salary: Number of Children: 3 Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Mattie d K. MANISH 18 M MAH AVEER Engineering 29, 20 K. MANISH 18 M KAKAHYA School X 33, 600 Residence: Own Parents Rented Other	Phone ®:				Mobile:	900	001.41.
Vehicle EMI: Salary at the time of joining: 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 Fee K. MANISH 18 MAHANISH MAHANISH KAKAHIYA School X S31600 Residence: MOWn Parents Rented Other		□ Car	Rike	Nil			
Salary at the time of joining: 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 Fee K. MANISH 18 MAHAVEER Engineery Late of joining: 2012 Active d Approx. Annual Fee K. MANISH 18 MAHAVEER Engineery 29,20 Active d WARATIVA School X 33,600 Residence: MOWn Parents Rented Other		Cui	- Direct				
Married / Single Married	Salary at the time of	7	250	1 -			
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 Fee K. Bindu 23 F Married To Annual Fee K. MANISH 18 M MAHAVEER Engineery 29,20 K. WISHWESH 15 M KAKATIYA School X 33,600 Residence: MOWN Parents Rented Other	Personal Information (C	ptional)_				
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 Fee 16. Bindu 23 F Medied To Annual Fee 16. MANISH 18 M MAHAVEER Engineery 29,20 16. USHWESH 18 M KAKAFiya School X 33,600 Residence: **Own Parents Rented Other	Marital Status:	Marrie	ed / Singl	e	Married		
Spouse works at: Spouse's designation: Inter Spouse's Gross Salary: Number of Children: Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Married To Annual Fee K. MANISH 18 M MAHAVEER Engineery 29,20 Yav Residence: Mown Parents Rented Other	Name of spouse:		· · · · · · · · · · · · · · · · · · ·				
Spouse's Gross Salary: Number of Children: Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Mattied K. MANISH 18 M MAHAVEER Engineiry 29,20 Yav Residence: MOwn Parents Rented Other	Spouse works at:						
Number of Children: Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Married To Annual Fee K. MANISH 18 M MAHAVEER Engineery 29,20 K. USHWESH 15 M KAKATIYA School X 33,600 Residence: Own Parents Rented Other	Spouse's designation:		Inter				
Name Age Gender Name of School Class Approx. Annual Fee K. Bindu 23 F Merried To The MAHAVEER Engineering 29,20 K. MANISH 18 M KAKATIYA School X 33,600 Residence: Own Parents Rented Other	Spouse's Gross Salary:						
Residence: Age Gender Name of School Class Annual Fee M. Bindu 23 F Merried T MAHAVEER Engineery 29,20 KAKATIYA School X 33,600 Residence: Own Parents Rented Other	Number of Children:	3					
K. MANISH 18 M MAHAVEER Engineery 29,20 K. WISHWESH 15 M KAKAtiya School X 33,600 Residence: MOwn Parents Rented Other	Name	Age	Gender	Na	me of School	Class	Approx. Annual Fees
Residence: MOwn Parents Rented Other	K. Bindu	23	F	*	Merried		
Residence: MOwn Parents Rented Other		18	M			a a	29,2001
Residence: MOwn Parents Rented Other							
Residence: MOwn Parents Rented Other							
	15, VISHWESH	15	M	KAK	Atiya School	X	33,600)
Monthly Rent or EMI:	Residence:	M Ow	n □ Pare	nts 🗆 Re	ented Other		
Infolianty room of Estate	Monthly Rent or EMI:	hos	a CE	-			
Type of House: ✓ Independent house □ Flat □ House in a basti	Type of House:	✓ Ind	ependent	house	☐ Flat ☐ House in		Continued

Division: Allounts

	1	
Qualification / Education :	Tuter	
Years of Experience in relevant field:	8 years	
Expected gross salary:	15,800/	
Justification for increase:		
EH-CEOZP		
17) 1474(1)		
(00.0)		A control of the second
LOURS AND THE STATE	10000	
大学成绩	0//	
- T	AC AMU, A	
Complaints & suggestions:		е Е
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SILVER CASHITALES	23 M 4 M 81	HEINAM IL
V.V.		
and the same of th		
J. E. C X (2013)	SV /47/4/ 19 - 21	HONOR W. M.
100 11 11 11		
Preferred Designation		
Preferred Designation:	Lisens onic	er

Signature: Q. Gon Ousline

Date: 15 6 20

For office use only:

Division: Accounts

1.	Item		Existing	Revised
2.	K Gopi Krishna			2 20
3.	C.T. C. Salary		13366	
4.	Gross Salary including E	SI & PF	12234	
5.	Basic		6117	
6.	DA		1223	
7.	HRA		4893	
8.	PF (Employer + Employer	ee)	1564	
9.	ESI (Employer + Employ	ree)	521	
10.	Net Salary after ESI & PI	F deduction	12157	
11.	Mobile Allowance		399	
12.	Avg. monthly conveyance for last 3 months		0	
13.	Loan with company		0	
14.	Loan repayment per month		0	
15.	Medical insurance provided			
16.	Accidental insurance provided		YES	
17.	No. of leaves taken in 20	19-20	12	
18.	Company		MPPL	
19.	Division		Accounts	
20.	Designation		Accounts Assistant	
21.	Remarks:			
	Prepared by:	Date:	Approved by:	Date:
	Iqra Khatoon 1	5.06.20	G. Jai Kumar	16.06.20

Continued.....

SALARY REVISION FORM (2019-2020)

Name:	Je. Gopi KRISHNA					
Age:	47 Date of Birth: US 05 1972					
Present Address:	H.N	10:1-	7-17	16/A opp: 1	PO CHAM	MA Pemple
	BUK	Caran	M	NSHEER	LOAD	
	HY	DERANS	AD,	TELANGA	NA !	500020
					2-11	· /
Phone ®:				Mobile:	95	02211711
Automobile:	□ Car	Bike 🗆	□ Nil	Make:	B	TAI
Vehicle EMI:				Year:	2	005
Salary at the time of joining:	61	750	_	Date of joining	: 20	112
Personal Information (C	ptional	/		=		
Marital Status:	Marrie	Married / Single MARRIED				
Name of spouse:		K. UMA DEM				
Spouse works at:						
Spouse's designation:		Inter				
Spouse's Gross Salary:			_			
Number of Children:		3				
Name	Age	Gender	Nar	ne of School	Class	Approx. Annual Fees
K. Bludy	22	F	MA	ARRIED.	-	
K. MANISY	17-6	M	0,61	ama 2 year	Mehal	en College
K. VISHWESH	14	M	TX	Mass		38,000/
			Kik	etiya School	IX	33,000
Residence:	✓ Own	n Paren	its \square Re	nted Other) W K	
Monthly Rent or EMI:			_			
Type of House	Inde	☐ Independent house ☐ Flat ☐ House in a basti				

Division: Allounty ...

Qualification / Education :	Tuter
Years of Experience in relevant field:	12 Year's
Expected gross salary:	13,000/
Justification for increase:	Enter family Depends
A :	1 1 1
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working pul	tou-
231 200 200	
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	DOMESTICAL CONTRACTOR OF THE SECOND
Complaints & suggestions:	
And the same of the same of	Problem 19 10 10 10 10 10 10 10 10 10 10 10 10 10
	at the second of
	av Last, st
Preferred Designation:	

Appraisal by Manager (Confidential report to HR)

Name of Employee:	Gopi Krishna
Division	Accounts
Project:	
Overall performance:	Average
Attitude towards colleagues:	Average
Team player:	Good
Personal appearance:	Good
Interest / Enthusiasm in work:	Average
Knowledge of work:	Average
Attendance / punctuality:	Average
Communication skills – oral – in English	Poor
Communication skills – oral – in Telugu	Good
Nata Pat as and a suppose as and	

Note: Rate as good. average or poor.

Key strengths:	8
Honesty / Bank Liasning wrok	

Shortcomings or weaknesses:	
Lack of information	

How can we get more from the employee?	
Maintain Loog book & monitor by manager / management	

What are the precautions to be taken?	
Monitor by Manager / Management	

Prepared by:	Date:	
Sambasivarao / Srinivas Sharma	19-04-2019	

For office use only:

	Item		Existing		Revised
1.	K Gopi Krishna				
2.	C.T. C. Salary		12257		
3.	Gross Salary including I	ESI & PF	11188		
4.	Basic		3356		
5.	DA		1118		
6.	HRA		4475		
7.	CCA		1118		
8.	TA		559		
9.	EA		559		
10.	PF (Employer + Employ	vee)	1074		
11.	ESI (Employer + Emplo	yee)	727		
12.	P.T.		0		
13.	Net Salary after ESI & PF deduction		9955		
14.	Mobile Allowance		399		
15.	Avg. monthly conveyance for last 3 months		0		
16.			6645		
17.	Loan repayment per month		500		
18.	Medical insurance provided				
19.	Accidental insurance provided		YES		
20.	No. of leaves taken in 20	018-19	18		
21.	Company		MPPL		
22.	Division		Accounts		
23.	Designation		Accounts Assistar	nt	<u> </u>
24.	Remarks:				
	Drangrad hvii	Date:	Approved	by:	Date:
	Prepared by:	Date.	Approved	Uy.	Date.