

Changing Profession Category

Employee's Details:

Emp. Name	SURJA RAM MEGHWAL		Emp. Card No.	" 1374 "
Old Profession	:	CARPENTER	Period as Old Profession	: 03 YEARS
Proposed New Profession	:	" ELECTRETIION "		
Probationary Period for the New Profession	:	06 YEARS	% Evaluation for the Probationary Period	: 85/80%
Working Under	:	☒ Company ☒ Subcontractor (Group.....)		
Remarks	:	Suitable for new profession.		

Recommended By:

Name/Signature Abd Elhalimelsayed Date: 27/7/2016

Administration Department

Joining Date	:	25/11/2007	Visa Expiry Date	:	30/01/2018
Current Contract Profession	:	Construction Carpenter (600.00/Dhs)			
Remarks					
Admin. Manager Sign	:				
		Date : 10/8/16			

Account Department

Last Increment Date	:	01-04-2013	Last Increment Amount	:	180/-
Current Salary	:	1080/- + O.T.			
Remarks	:				
Account. Sign	:				
		Date : 08-09-2016			

Management Approval

Approved New Profession	:	Electrician
Date of appointment for the new profession:	:	Sep-2016
New Salary:	:	37 Dhs/day (1,110/M)
Remarks	:	+O.T.

Operations Manager

Date:

General Manager

Date:

Account
to fill

8/9/16

14/09/14