

64
Vidyavardhini's A.V. College of Arts, K.M. College of Commerce
& E.S.A. College of Science.
Vasai Road (w), Dist. Palghar - 401 202.

Self Appraisal Form for Non-Teaching Staff

I. To be filled by the employee:

1. General Information of the staff member:

Name	MR. PRAKASH LAXMAN BHUYAL.
Date of Birth	21/01/1968.
Date of Joining	02/11/1992.
Designation	LAB ASSISTANT.
Department	BIOLOGY.
Address	B-1043, SUBHASH LANE, MUKKAM RD, ARNALA, VIRAR WEST-401302.
Mobile Number	8806879050.
Email Address	bhuyaiprakashg@gmail.com.
Work Experience	31 yrs.
Qualification	HSC.

2. Job Description: Work related to Lab. Assistant
post in the Biology Lab.

3. Academic Qualification Added in the current year, if any: _____

4. Improvement in Professional Competency:

Details of workshops/ Courses/ Seminars/ Training sessions attended/ FDP if any:

Sr No	Course/ Attended	Workshop/Seminar	No of Days	Organised by	Place and Date

5. Participation in College Activities:

i. Details of participation in College Committees:

Committees	Contribution

ii. Participation in Exam Duties:

Name of Examination	Duty Performed
FY/07	As Exam Clerk.

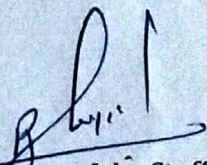
6. Other Institutional Responsibilities undertaken: _____

7. Job Related Initiative undertaken by the Non-teaching staff members:

8. Suggestions for self-improvement:

Place: Vasai (W), Palghar 401202.

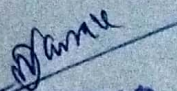
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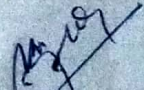

Signature of the Staff

Part II: To be filled by the Officer in-charge

Parameter	Rating	Remarks
Job Knowledge & Skills	4	Hard worker and punctual in work.
Quality of Work	4	
Quantity of Work	4	
Inerpersonal Skills	4	
Punctuality & Attendance	5	
Decision Making	4	
Taking Initiative	3	
Overall Performance	4	

(Rating Scale 1 to 5: 1- unsatisfactory, 2- needs improvement, 3- good, 4- very good, 5- excellent)


REGISTRAR
Signature of Office In-charge
K. M. COLLEGE OF ARTS
E. S. A. COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR-401202


Head of Biology Department
E. S. A. College of Science, Vasai Road.

III. Observations of the Principal

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God in his work

Place: Vasai (West), Palghar-401202.

Date:



[Handwritten Signature]
PRINCIPAL
VIDYARAMBHI'S A. V. COLLEGE OF
ARTS, K. M. COLLEGE OF COMMERCE
Signature of the Principal
VASAI ROAD, DIST. PALGHAR
MAHARASHTRA - 401 202.