

Self Appraisal Form for Non-Teaching Staff

I. To be filled by the employee:

1. General Information of the staff member:

Name	SHRI DATTARAM SITARAM BHARATI
Date of Birth	07/03/1972
Date of Joining	17/07/1995
Designation	LAB. ATTENDENT
Department	CHEMISTRY
Address	D/03, VAISHNAVI APT. ANANDI NGR VIRAR (E)
Mobile Number	8788169104
Email Address	Dattarambharati7386@gmail.com
Work Experience	28 years
Qualification	B.A.

2. Job Description: Related work as Lab. Attendant
in Chemistry department.

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:

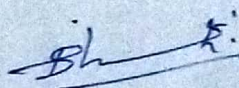
Name of Examination	Duty Performed
Jr. college	} class IV staff.
XI / XII scis Arts/com.	
Sr. college	
Ky/sy/ty	
BA/Bcom/Bsc	

6. Other Institutional Responsibilities undertaken: _____

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

8. Suggestions for self-improvement:

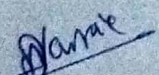
Place: Vasai (W), Palghar 401202.
Date:

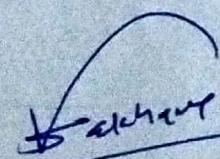

Signature of the Staff

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

Parameter	Rating	Remarks
Job Knowledge & Skills	4	
Quality of Work	4	
Quantity of Work	4	
Inerpersonal Skills	3	
Punctuality & Attendance	5	
Decision Making	4	
Taking Initiative	4	
Overall Performance	5	

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


REGISTRAR
Signature of Office Incharge
E. S. A. COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR-401202.



Head of the Chemistry Department
E.S.A. College of Science

III. Observations of the Principal

Very good in lab work.

Place: Vasai (West), Palghar-401202.
Date:




PRINCIPAL
VIDYAVARSHI'S A. V. COLLEGE OF
ARTS & COMMERCE
E. S. A. COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR
MAHARASHTRA - 401 202