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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	Sudesh Krishna Patil
Date of Birth	25/09/1988
Date of Joining	23/03/2009
Designation	Lab-Asstt
Department	Biology Lab.
Address	Diwanman, Gaon Shivaji chowk, Vasai
Mobile Number	9321454910
Email Address	sudeshpatil1790@gmail.com
Work Experience	14 Year.
Qualification	HSC

2. Job Description: XIIth Exam, Fy, Sy Exam,
All Ty Exam, All Ty Marksheet
work.

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

6. Other Institutional Responsibilities undertaken: _____

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

8. Suggestions for self-improvement:

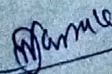
Place: Vasai (W), Palghar 401202.
Date:

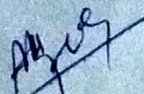

Signature of the Staff

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

Parameter	Rating	Remarks
Job Knowledge & Skills	4	Handbookers anal Good knowledge of Lab.
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 Biology Department
E. S. A. College of Science, Vasai Rd


III. Observations of the Principal

Very good in lab. work.

Place: Vasai (West), Palghar-401202

Date:




PRINCIPAL
Signature of the Principal
YASHWANTRAO CHAVAN PRATISHTHAN COLLEGE OF SCIENCE
VASAI ROAD, DIST. PALGHAR
MAHARASHTRA - 401 202.