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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

1. To be filled by the employee:

1. General Information of the staff member:

Name	Maresh yashwant Bhogulkar
Date of Birth	06/01/1999
Date of Joining	27/06/2019
Designation	Peon
Department	Chemistry
Address	C/004, OM Pancham, CO-OP HOUSING SOCIETY, Samel pada, Nallsopara (west)
Mobile Number	8698912599
Email Address	mareshbhogulkar9028@gmail.com
Work Experience	04 years
Qualification	12th pass (HSC)

2. Job Description: \_\_\_\_\_

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
XI / XII	} class IV staff
&	
sr. college	
44/54/179	

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:

Maresh  
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	4	
Punctuality & Attendance	4	
Decision Making	5	
Taking Initiative	4	
Overall Performance	4	

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

[Signature]  
REGISTRAR  
E.S.A. COLLEGE OF ARTS  
E.S.A. COLLEGE OF COMMERCE  
E.S.A. COLLEGE OF SCIENCE  
VASAI ROAD, DIST. PALGHAR-401202.

[Signature]  
Head of the Chemistry Department  
E.S.A. College of Science

III. Observations of the Principal

*Reliable staff*

Place: Vasai (West), Palghar-401202.

Date:



*[Handwritten Signature]*  
PRINCIPAL  
YASHWANTRAO CHAVAN COLLEGE OF  
EDUCATION  
Signature of the Principal  
YASHWANTRAO CHAVAN COLLEGE OF  
EDUCATION  
VASHI ROAD, DIST. PALGHAR  
MAHARASHTRA - 401 202