K.S. School of Engineering and Management
Bangalore – 560109
Appraisal Form for Support Staff Including Office Staff
2019 - 2020

1	Name		Raju	Date of Birth
				12-12-1988
2	Designation and Department		Foreman	
3	Date of Joining KSSEM		02-07-2012	
4	Salary as on Dec 2018	Basic	10,500/-	Total Emoluments 22,560/-

Educational Qualification

	Education	Specialisation	Year of Passing	Class	College/Institute	University
5	SSLC	Kannada	2002	2nd class	Mittu Nayak	KSEB
	Diploma	ECE	2006	2nd class	NVS	DTE
	DEGREE(BE)	ECE	2010	2nd class	HMSIT	VTU

Work Experience: (Chronological Order)

	Position	Institute/Industry	From - To	Total Service (Year and Months)
6	Lab Instructor	K. S. School of Engineering and Management	02-07-2012 to Till Date	7 Years and 5 Months
	MNP Head and BSS Engineer	Videocon Telecom Pvt Ltd	10-08-2010 to 29-02-2012	1.6Yrs

7. Computer Skill

	Sl. No.	Software	Poor	Good	Excellent
	1	MS WORD			Yes
	2	EXCEL		Yes	
	3	POWER POINT		Yes	
	4	Xlinx, Cadence, Matlab, Microprocessor,CCN(NSG)		Yes	

Workshops /Training Programs Attended during the Assessment Year

	TOPIC	Place	Number of Days
8	Career Development Program	Kalaburagi	02
	VLSI/CMOS	Tumkur	01
	Lab View 2014	KSSEM	03,03,02,30

9	Industry Visited Accompanying Students (if any)

Name of the Industry/Place			Date / Number of Days	

Assigned Responsibilities

	Sl. No	Lab		Semester	Duration
10	1	VLSI Lab		7th	6 Month(3Times)
	2	CCN Lab		6th	6 Month
	3	DSP Lab		5th	6 Month
	4	HDL Lab		4th	6 Months(2 Times)
	5	LD (DSD) Lab		3rd	6 Months(3 Times)
	6	Microprocessor		6th	6 Months
	7	AC +LIC		5th	6 Months
	8	Micro Controller		5th	6 Months

11	Communication Skill			
	Language	Poor	Average	Good
	English			Yes
	Kannada			Yes
	Hindi			Yes
	Telugu			Yes

10	Sl. No.	Special Achievements/Awards (If any)	
	1	Got 1st prize in Running Race School Level	

Declaration

I declare that above information provided by me is true to my knowledge. I take the complete ownership of all information furnished above and if any of this information is found to be false, suitable action can be initiated.

Signature of Non-Teaching Faculty with Date

(Attach copies of documents in support of information provided herein)

Endorsement of Lab-In-Charge / Office Manager

I have filled in the above details in consultation with the concerned employee and I endorse the details furnished above. In my personal opinion the performance of this employee is: (Tick Appropriate Box)

Poor	Needs Improvement	Satisfactory	Good	Excellent

Name: Shanthala. G.M.

Designation: Associate Professor.

Signature of Lab-in-charge / Office Manager with date

Observations and Recommendation by Head of the Department

Good at handling the programming labs & office work.

These observations are brought to the notice of concerned Non-Teaching Faculty

Signature of HOD with date

Professor & Head
Dept. of Electronics & Communication Engineering
K. S. School of Engineering & Management
Bangalore-560 109

I have noted the observations made herein / I differ in my opinion (Explain)

Signature of Non-Teaching Faculty with date