

SEMT's
M.B Harris College of Arts
A.E Kalsekar College of Commerce and Management

Staff Performance Appraisal List (2021-22)

B.Com & B.A Department

(Grade Points: 5 Excellent, 4 = Very Good, 3 = Good, 2 = Better, 1 = Worst)

Employee Name	Irshad Sir	Ruksar Miss	Diksha Miss	Mona Miss	Rohita Miss	Shahid Sir	Ayesha Miss	Tehseen Miss
Post	Coordinator	Asst. Prof.	Asst. Prof.	Asst. Prof.	Asst. Prof.	Asst. Prof.	Asst. Prof.	Asst. Prof.
Attendance	5	4	4	4	4	4	4	4
Punctuality	5	4	4	3	3	3	3	4
Regularity	5	4	4	3	3	3	3	4
Job Knowledge	4	4	4	4	4	4	4	4
Quality of Work	4	4	4	3	3	3	3	4
Initiative	4	3	3	2	2	2	2	3
Motivation	4	3	3	3	3	3	2	3
Team Work	4	3	3	3	3	3	3	3
General Conduct	4	4	4	3	3	3	3	4
Discipline	5	4	4	4	4	4	4	4
Class Control	5	4	4	4	4	4	4	4
Colleague Relationship	4	4	4	4	4	4	4	3
Total Points	53	45	45	40	40	40	39	44

Principal
Shurparaka Educational & Medical Trust's
M. B. Harris College of Arts &
A. E. Kalsekar College of Commerce & Management
Nallasopara (W); Tal. Vasai, Dist. Palghar - 401 203.

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M.B Harris College of Arts
A.E Kalsekar College of Commerce and Management

Staff Performance Appraisal List (2021-22)

B.M.S and B.A.F Department

(Grade Points: 5 Excellent, 4 = Very Good, 3 = Good, 2 = Better, 1 = Worst)

Employee Name	Elaskhi Tawade	Pooja Shirsekar	Mohammad Chawre	Shahida Shaikh	Sujata Miss	Ibrahim Chauhan	Mamta Hati	Sana Patel	Sana S.
Post	Coordinator	Coordinator	Asst. Prof.	Asst. Prof.	Asst. Prof	Asst. Prof.	Asst. Prof.	Asst. Prof.	Asst. Prof
Attendance	4	4	3	4	4	4	4	4	4
Punctuality	4	4	3	4	4	4	4	4	4
Regularity	4	4	3	4	4	4	3	4	4
Job Knowledge	4	4	4	4	4	4	4	4	4
Quality of Work	4	4	4	4	4	4	3	4	4
Initiative	3	3	3	3	4	4	3	3	3
Motivation	3	3	3	3	3	4	3	3	3
Team Work	4	4	3	4	4	4	4	4	4
General Conduct	4	4	4	4	4	4	4	4	4
Discipline	4	4	4	4	4	4	4	4	4
Class Control	4	4	4	4	4	4	4	4	4
Colleague Relationship	4	4	4	4	4	4	4	4	4
Total Points	46	46	52	46	47	48	44	46	46


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Administrative Office Staff Performance Appraisal (2021 - 22)

(Grade Points: 5 Excellent, 4 = Very Good, 3 = Good, 2 = Better, 1 = Worst)

Employee Name	Namrata Miss	Shaibaz Sir	Gokul Sir	Aafaque Sir	Rehman Mulla	Sumaiya Miss	Sakina Miss
Post	Office Sup	Accountant	Clerk	Clerk	Lab Asst.	Asst. Librarian	Lib. Attendant
Attendance	5	4	4	4	3	4	4
Punctuality	5	4	4	4	3	4	4
Regularity	5	4	4	4	3	4	4
Job Knowledge	4	4	4	4	3	3	3
Quality of Work	4	4	4	4	3	4	4
Initiative	4	4	4	4	3	3	3
Motivation	4	4	4	4	3	3	3
Team Work	4	4	3	3	3	4	4
Conduct	4	4	4	4	3	4	4
Discipline	4	4	4	4	3	4	4
Colleague Relationship	4	4	4	4	3	4	4
Total Points	47	44	43	43	33	50	41



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Peon Staff Performance Appraisal (2021 - 22)

(Grade Points: 5 Excellent, 4 = Very Good, 3 = Good, 2 = Better, 1 = Worst)

Employee Name	Shakeel Paloba	Saira Shaikh	Fatima Shaikh	Anwari Shaikh	Rajesh Bhaskar
Post	Peon	Peon	Peon	Peon	Peon
Attendance	3	4	4	4	4
Punctuality	3	4	4	4	4
Regularity	3	4	3	4	4
Quality of Work	3	4	3	3	3
Motivation	3	3	3	4	3
Team Work	3	3	3	3	3
General Conduct	3	3	3	3	3
Discipline	3	3	3	3	3
Colleague Relationship	3	3	3	3	3
Total Points	27	31	29	31	30


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