



BOMBAY BUNTS ASSOCIATION'S

BUNTS COLLEGE OF HIGHER EDUCATION (NIGHT COLLEGE)

'Bunts Centre', Shashikala Manmohan Shetty Complex, Bunts Centre Marg, Plot No. 42, Sector-24, Off. Gaondevi Chowk, Juinagar (W), Near Bharat Petrol Pump, Navi Mumbai - 400 705. Phone : (022) 27703156 Email : bba.bche@gmail.com

Ref.:

Date :

EMPLOYEE APPRAISAL FORM

Employee Name : Ms. Jyoti Yadav

Date:

Reason for Evaluation:

Annual

Promotion

Merit

Other

The Bunts College of Higher Education -Night College is committed to maintaining documented performance standards and expectations for all positions within the College and for providing employees with consistent feedback about performance and position responsibilities.

This self-appraisal is intended to help employees objectively reflect on their performance and work situation over the evaluation period and to be prepared to participate actively in the evaluation conversation with their supervisor. It provides the supervisor with valuable information about employee performance, needs, and concerns from the employee's perspective. Employee answers are an annual opportunity for input into what changes could be considered for the good of the department and the College. This form will become part of an employee's permanent personnel record attached to the corresponding performance evaluation form.

1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Examination & NAAC criteria & Supporting & overseeing various responsibilities to ensure smooth functioning.

3) Which of your responsibilities could you have performed better? What affected your performance?

Any role & responsibilities given.

4) What courses, training, or experience most benefited you since your last evaluation?

5) In what areas could you have used more experience or training?

Jyoti Yadav

NAME AND SIGNATURE OF FACULTY

Regd. Office : Mukhya Adyapak Bhavan, 3rd Floor, Plot No. 6-B, Road No. 24, Sion (West), Mumbai - 400 022 Phone : 2407 7783 Email : bombaybuntsassociation@gmail.com





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Ref.:

Date :

EMPLOYEE APPRAISAL FORM

Employee Name :

Date: 08/02/2024.

Reason for Evaluation:

<input checked="" type="checkbox"/>	Annual
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<input type="checkbox"/>	Promotion
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<input type="checkbox"/>	Merit
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<input type="checkbox"/>	Other
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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why? *Sincerity & completing task.*
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this? *Administrative work which helped to do NAAC work.*
- 3) Which of your responsibilities could you have performed better? What affected your performance? *Data collection of staff & students, Document of all students & staff.*
- 4) What courses, training, or experience most benefited you since your last evaluation? *FDP for teaching & non teaching staff.*
- 5) In what areas could you have used more experience or training? *Time management - which helps me to complete task*

[Signature] (Mrs. Anusha N. Poojari)

NAME AND SIGNATURE OF FACULTY





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Ref.:

Date :

EMPLOYEE APPRAISAL FORM

Date:

Employee Name : *Abhijet Pawar*

Reason for Evaluation:

 Annual Promotion Merit Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why? *Achievements to the job & explain how my skills contributed to my success.*
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this? *Managing with students & teachers relationship.*
- 3) Which of your responsibilities could you have performed better? What affected your performance? *Considering my strengths & weaknesses.*
- 4) What courses, training, or experience most benefited you since your last evaluation? *Faculty Development Programme*
- 5) In what areas could you have used more experience or training? *Flexibility & honesty*

NAME AND SIGNATURE OF FACULTY

Mr. Abhijet Pawar

Abhijet Pawar





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Ref.:

Date :

EMPLOYEE APPRAISAL FORM

Date: 08.12.2023

Employee Name : Prof. Parvati Sautu

Reason for Evaluation:

 Annual Promotion Merit Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?
→ Since my last evaluation, I'm most proud of improving user satisfaction through clear communication, efficient solutions.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
→ I improved time mgmt skills most through practice & prioritizing tasks.
- 3) Which of your responsibilities could you have performed better? What affected your performance?
→ I could have performed better with team & authorities cooperation.
- 4) What courses, training, or experience most benefited you since your last evaluation?
→ Advance communication training & experience improved skills.
- 5) In what areas could you have used more experience or training?
→ I used more training in leadership, communication & technical expertise.

NAME AND SIGNATURE OF FACULTY

Prof. Parvati Sautu

[Signature]

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Ref.: **EMPLOYEE APPRAISAL FORM**

Date: _____

Employee Name : Mr. Manoj. D. Gurav

Reason for Evaluation:

 Annual Promotion Merit Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why? *Sincerety in my response & discuss what i learn.*
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this? *Pro-active communication & ability to help students needs to get success.*
- 3) Which of your responsibilities could you have performed better? What affected your performance? *Being Honest about any problems that have affected my performances, considering my strength.*
- 4) What courses, training, or experience most benefited you since your last evaluation? *surving to the society with the help of students (NSS & DLE)*
- 5) In what areas could you have used more experience or training? *communication : listensing, speaking & leadership ability.*

NAME AND SIGNATURE OF FACULTY

Manoj. D. Gurav

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