

EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23.

EMPLOYEE NAME: Gawand Suvitya .

The Indira Gandhi College of Arts and Commerce 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?
Handling all the NSS Activities in team proudly.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
Always Ready in providing high Level education and guiding the Students -
- 3) Which of your responsibilities could you have performed better? What affected your performance?
Have conducted and taken many more activities, camps under NSS for society which could benefit them.
- 4) What courses, training, or experience most benefited you since your last evaluation?
Rallys, Camps, Tree plantation, Education guidance was organised by me.
- 5) In what areas could you have used more experience or training?
I would have used more experience or training in NSS training and in providing more awareness among students



PRINCIPAL
INDIRA GANDHI COLLEGE
OF ARTS & COMMERCE
2nd Site, Vikhroli (West), Mumbai - 400 075

EMPLOYEE SELF APPRAISAL FORM

DATE: 15/04/2019

EMPLOYEE NAME: Navsude Laxmi

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

I am proud of my teaching skills

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

Organising certain events.

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

Academic activities, administrative activities done by me

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

Mental health seminar, communication skills seminar benefited me a lot

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

would like to attend many more workshop on meditation




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2nd Site, Vikhroli (West), Mumbai - 400 071

EMPLOYEE SELF APPRAISAL FORM

DATE: 26/4/2022

EMPLOYEE NAME: Darole Abhita

The Indira Gandhi College of Arts and Commerce 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.

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?
Quality Education is the best in our college.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?
Work as a Asst. professor in Indira Gandhi College.
- 3) Which of your responsibilities could you have performed better? What affected your performance?
Guiding students in studying and problem solving regarding studies.
- 4) What courses, training, or experience most benefited you since your last evaluation?
Mental Health Seminar and Blood donation Camp.
- 5) In what areas could you have used more experience or training?
Skill allocation and Improving the writing skill.



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Parv Site, Vikhroli (West), Mumbai - 400 074

EMPLOYEE SELF APPRAISAL FORM

DATE: 17 APR 2023

EMPLOYEE NAME: PATTEBHAOUR MANZK ATMARAM

The Indira Gandhi College of Arts and Commerce 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.

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- 1) **Since your last evaluation, what job-related accomplishments are you most proud of, and why?** Well Education atmosphere in our college.
- 2) **Which of your responsibilities did you perform best or improve in the most? What contributed to this?** work as Asst. Professor
- 3) **Which of your responsibilities could you have performed better? What affected your performance?** To Guide student for competitive Exam.
- 4) **What courses, training, or experience most benefited you since your last evaluation?** Guide to student for upcoming competitive Exam Govt & Non-Govt
- 5) **In what areas could you have used more experience or training?** Skill development to How to Improve personal life of student




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2nd Site, Vikhroli (West), Mumbai - 400 112

EMPLOYEE SELF APPRAISAL FORM

DATE: 15/04/2019

EMPLOYEE NAME: ASST: Prof. Manika Atmaram Patilchadur

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

Quality Education is the best in our college.

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

Work as a ASST. professor in Indira Gandhi college.

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

To guide student for. How to face Interview in various sector

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

Which is the important of Resister right and .3 important of fundamental Right

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

skill allocation and improving the existing skill. and use of that skill for personality development



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Sita, Vikhroli (West), Mumbai - 400 071

EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23

EMPLOYEE NAME: Ulvekar Sudhir

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

I am Learning New Things from the date of Joining

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

I have participated in professional development programmes.

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

Teaching can be better at all levels

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

Daily New Activities & Techniques along with all Staff Members

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

Inspiring Students to work Better.



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Sav. Site, Vikhroli (West), Mumbai - 400 079

EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23

EMPLOYEE NAME: Patel Munira

The Indira Gandhi College of Arts and Commerce 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.

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

concept got clear and provided students with practical knowledge

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

students were interactive.
organised events was managed by me.

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

punctuality was missing I have to work on it.

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

Attended various training programmes which was very much beneficiary for me.

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

organising skill development plan,
group discussion and inquiry.



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Park Side, Vikhroli (West), Mumbai - 400 074

EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23

EMPLOYEE NAME: Shaikh Tabbasum

The Indira Gandhi College of Arts and Commerce 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.

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

I am proud of my teaching skills & Explanations.

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

Organising certain events and managing some programmes.

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

organised workshops which taught me more.

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

Daily new activities

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

I have very good Experience of making PPT.



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Site, Vikhroli (West), Mumbai - 400 074

EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23

EMPLOYEE NAME: Yadav Ashish

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

Handled all NSS Activities proudly.

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

providing high level education and guidance for all students.

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

Conducted many more camps under NSS for society as well as for the beneficial of students.

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

Blood donation camp, tree plantation camp as well as industrial visit organised by me.

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

I could have used more experience and training in providing more awareness among student.



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Site, Vikhroli (West), Mumbai - 400 071

EMPLOYEE SELF APPRAISAL FORM

DATE: 20/4/23

EMPLOYEE NAME: Gaikwad Ashwini

The Indira Gandhi College of Arts and Commerce 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.

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

Giving a great presentation at work
mentoring students that help to build self confidence.

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

Providing high level guidance and
Education for students -

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

Conducted many Lectures with
Chalk board Method.

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

Mental Health Seminar, English
speaking seminar benefited me lot.

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

I would like to work and
participate in more and
more programmes.



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EMPLOYEE SELF APPRAISAL FORM

DATE: 24/4/23

EMPLOYEE NAME: Tole Fatima

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

Learn more New Things .

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

Helped in Naac work

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

Teaching Can be Better .

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

Daily new activities by staff and Respected Principal .

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

Inspiring Students for better Purpose




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Park Site, Vikhroli (West), Mumbai - 400