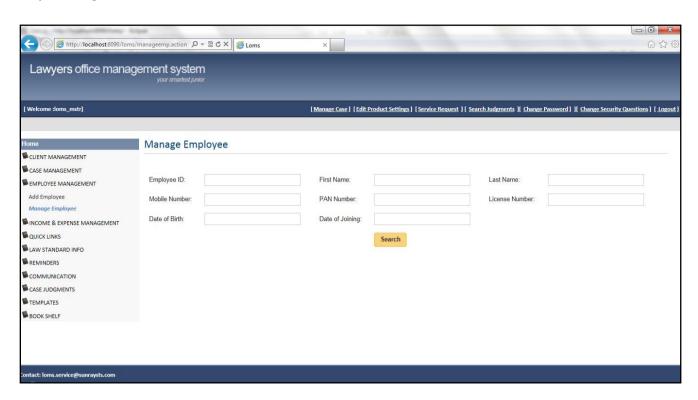# Search Employee Information

Step 1: Navigate to EMPLOYEE MANAGEMENT > MANAGE EMPLOYEE link

Step 2: Enter the value for any one field (Employee ID / First Name / Last Name / Mobile Number / PAN Number / License Number / Date of Birth / Date of Joining) as shown in the image below and click search button.