



Employee Information

Employee No:	4835	Employee Name:	ARUNRAJ KRISHNAIAJ	Passport / NIC No:	T5531001
Designation:	SITE ENGINEER	Department:	Projects	Nationality:	INDIAN
Date Of Join:	30-Apr-2024	Passport/NIC Exp. Date:	30-Apr-2029	Visa Expiry Date:	29-Apr-2026

Leave Details

Leave Type	Annual Leave	Start Date	20-May-2025	End Date	25-Jun-2025
Total Days	30	Leave Balance	0 Days	Destination	Not Assigned

Previous Leave Records

Contact Details While on Leave

Mobile	X 9328503	WhatsApp / Viber	X 9328503	Email	xm@com
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WORK HANDOVER TO: Subramanian A Kauthi

Project: Gurahaage X Hudhukoka

Pending Works	Status	Action Needed	Due date	Hand Over by	Take Over by
Left scaffolding work, (Gurahaage)	Now going			Arunraj	Subramanian
6th floor kitchen cabinet work Apartment A & B	Now going			A	Subramanian
3rd, 4th & 5th Floor tiles work, painting works (Hudhukoka)	Now going			b	Kauthi

Prepared and checked by

Name	Signature
Abdulla Miuwan Rafeeq	

Approvals & Signatures

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
A. Arunraj (4835)	[Signature] 19/05/25	[Signature] 21/5/2025		[Signature]