



Employee Information

Employee No:	2274	Employee Name:	MOIN UDDIN RUBEL	Passport / NIC No:	A16287463
Designation:	LABOURER	Department:	Projects	Nationality:	BANGLADESHI

Leave Details

Leave Type	Annual Leave	Start Date	04-Apr-2025	End Date	15-Jun-2025
Total Days	60	Leave Balance	0 Days		

Previous Leave Records

Start Date	End Date	Number of Days	Status
24/02/2023	(60 days)	No previous leave records found.	

Contact Details While on Leave

Mobile	7937189 / 01741631015	WhatsApp / Viber	X	Email	X
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WORK HANDOVER TO:

Project:

Pending Works	Status	Action Needed	Due date	Hand Over by	Take Over by

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)
Rubel				