



**Employee Information**

<b>Employee No:</b>	3349	<b>Employee Name:</b>	MD JUBER HAQUE	<b>Passport / NIC No:</b>	Y1536673
<b>Designation:</b>	ELECTRICIAN	<b>Department:</b>	Projects	<b>Nationality:</b>	INDIAN
<b>Work Permit Expiry Date:</b>	Not Available	<b>Passport/NIC Exp. Date:</b>	04-Apr-2034	<b>Visa Expiry Date:</b>	13-Jan-2026

**Leave Details**

<b>Leave Type</b>	Annual Leave	<b>Start Date</b>	03-Jun-2025	<b>End Date</b>	09-Jul-2025
<b>Total Days</b>	30	<b>Leave Balance</b>	0 Days	<b>Destination</b>	MALE - DELHI

**Previous Leave Records**

15/01/2024 - 10/05/2024

**Contact Details While on Leave**

<b>Mobile</b>	+960 9804596	<b>WhatsApp / Viber</b>	+916205052795	<b>Email</b>	X@c
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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**

<b>Name</b>	<b>Signature</b>
Abdulla Miawan Rafeeq	

**Approvals & Signatures**

Requested By (Employee)	Approved By (HOD)	Approved By (HRM)	Approved By (Project Director)	Approved By (MD/Chairman)
Juber	Juber 29/03/25	Aud 31/3/2025	RL	