**DK SOLUTION**

1. **Employee Master Data(employee profile)**

* **Employee code (unique code for each employee)**
* **Name**
* **Surname**
* **Date of birth**
* **Father name**
* **Mother name**
* **nationality**
* **position(Designation)**
* **emergency contact no**
* **Company name (alif enterprise sp z.o.o & Tareef sp z.o.o)**
* **Type of contract(full time/Half time/student)**
* **Salary**
* **Working hours(standard 8 hours)**
* **Passport no (issue date and expiry date should be together, keep upload attachment option)**
* **Residence card (issue date and expiry date should be together, keep upload attachment option)**
* **Decision of Residence card (need attachment option)**
* **Work permit (issue date and expiry date should be together, keep**
* **attachment option)**
* **Zus declaration with date**
* **Work contract (issue date and expiry date should be together, keep attachment option)**
* **Work contract modification (issue date and expiry date should be together, keep attachment option)**
* **Health Documents(with attachment )**
* **Additional attachment (need 10 attachment option)**
* **Pesel no(attachment option)**
* **Zus Declaration (upload option)**
* **Shop name (with location)**
* **Accommodation address**
* **Previous company name(experience details option should be added)**
* **Contact no**
* **Email address**
* **Reference**
* **Marital status**
* **Employee profile should have option attach employee picture.**

1. **shop information**

* **shop name**
* **location**
* **phone number**
* **controller Name**
* **shop account number**
* **shop Contract( issue date and expiry date along with attachments option)**
* **shop contract modification (issue date and expiry date along with attachments option)**
* **home contract (issue date and expiry date along with attachments option)**
* **Home contract modification (issue date and expiry date along with attachments option)**
* **Project**
* **Senapid decision(upload option)**
* **Starowstwo decision(upload option)**
* **Haccp/ghp book (upload option)**
* **Water taste report**
* **Ventilation report**
* **Garbage (Bin Contract)**
* **Electronic contract**
* **BHP(4 attachments option)**
* **KRS (upload option)**
* **Oil contract (upload option)**
* **Makro/ Coca-cola/ Tauron login information**
* **Ali baba Contract (upload option)**
* **Beverage contract (upload option)**

**3.Report(summery )**

* **Employee details**
* **Active/inactive employee list**
* **Transfer employee**
* **Passport expiry reports**
* **Work permit expiry reports**
* **Residence card expiry reports**
* **Notification alert for all kind of documents before expiry**
* **Employee cancelation reports**
* **Work permit active inactive option**
* **Leave management**
* **Noc certificate**
* **Experience certificate**
* **Salary statement**
* **Provident fund & staff facilities**
* **Accommodation list**
* **Every single shop will have separate user id and they will have access only to there shop related documents and employee who are working in there shop.**
* **Example:**

**shop name: diamond kebab skawina**

**employee: 6 person(all there personal profile)**

**shop profile : all documents related to this shop**

**they can not edit any data . they can download and print.**

**Summery:**

* **All employee profile**
* **All shop profile**
* **All shop individual user id**
* **Search option should add in all reports**