



SHILOAH INVESTMENTS LTD

STAFF ENTRY FORM

| | | | |
|------------------------|---------------|----------------------|-------------|
| NAME: MR./ MS: | THOMAS BURUDI | ID NO: | 24096468 |
| DATE OF BIRTH : | 1984-05-20 | JOINING DATE: | 2020-12-01 |
| DEPARTMENT: | OPERATIONS | DESIGNATION: | Electrician |
| PIN NO: | A005765670K | NSSF NO: | 433383917 |
| NHIF NO: | 3114073 | | |

Contact Details

| | | | | | |
|------------------------|-----|--------------|-------|--------------|--------|
| POSTAL ADDRESS: | 506 | CODE: | 50100 | TOWN: | MAHIRA |
|------------------------|-----|--------------|-------|--------------|--------|

TELEPHONE NO: 0723626878

EMAIL ADDRESS:

Bank Account Details

BANK ACCOUNT NO: 01116545135700

BANK NAME: CO-OPERATIVE BANK

BANK CODE: 11

BRANCH NAME: KAKAMEGA

BRANCH CODE: 052

FOR OFFICIAL USE ONLY

PAYROLL NO:SIL/135

BASIS: PERMANENT

SALARY: KSHS.32,800

RECRUITED BY(HOD):.....

PROCESSED BY (FINANCE CONTROLLER):.....

HR MANAGER:.....

APPROVED BY (DIRECTOR):.....

DATE APPROVED: 15-12-2020

DOCUMENT CHECKLIST

| Document | Status | Remarks |
|---|--------|---------|
| (1) Academic and Professional Certificates | V | |
| (2) Copy Of ID Card | V | |
| (3) 2 Colored Passport Size Photos | V | |
| (4) Copy Of NSSF Card | V | |
| (5) NHIF Card | V | |
| (6) Copy Of KRA PIN | V | |
| (7) Certificate Of Good Conduct | V | |
| (8) Salary Remittance Bank Account Details | V | |