



# SHILOAH INVESTMENTS LTD

## STAFF ENTRY FORM

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<b>NAME: MR./ MS:</b>	BRENDA AKINYI OTIENO	<b>ID NO:</b>	33218230
<b>DATE OF BIRTH :</b>	1996-03-31	<b>JOINING DATE:</b>	2021-08-16
<b>DEPARTMENT:</b>	MARKETING	<b>DESIGNATION:</b>	Data Entry & Admin Assistant
<b>PIN NO:</b>	A008771998Q	<b>NSSF NO:</b>	2018297747
<b>NHIF NO:</b>			

## Contact Details

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<b>POSTAL ADDRESS:</b>	622	<b>CODE:</b>	40123	<b>TOWN:</b>	
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**TELEPHONE NO: 0701854099**

**EMAIL ADDRESS:**

## Bank Account Details

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**BANK ACCOUNT NO:** 01108257838000

**BANK NAME:** CO-OPERATIVE BANK

**BANK CODE:** 11

**BRANCH NAME:** KISUMU

**BRANCH CODE:** 003

## FOR OFFICIAL USE ONLY

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**PAYROLL NO:**SIL/137

**BASIS:** PERMANENT

**SALARY:** KSHS.22,000

**RECRUITED BY(HOD):**.....

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

**HR MANAGER:**.....

**APPROVED BY (DIRECTOR):**.....

**DATE APPROVED:** 21-08-2021

## DOCUMENT CHECKLIST

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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	X	
(6) Copy Of KRA PIN	V	
(7) Certificate Of Good Conduct	V	
(8) Salary Remittance Bank Account Details	V	