STAFF ENTRY FORM

APPROVED BY (DIRECTOR).....

NAME: MR./ MS: GILBERT OUMA OTIENO ID NO: 33085772 DATE OF BIRTH: 1992-05-28 JOINING DATE: 2018-03-01 **OPERATIONS DEPARTMENT: DESIGNATION:** House-keeping PIN NO: A011844011F **NSSF NO:** 2022246682 NHIF NO: R7797111 **Contact Details** CODE: TOWN: **POSTAL** 2815 40100 **OBUMBA** ADDRESS: **TELEPHONE NO: 0798389468 EMAIL ADDRESS: Bank Account Details** BANK ACCOUNT NO: 0290172275923 **BANK NAME: EQUITY BANK LTD BANK CODE: 68 BRANCH NAME: KISUMU BRANCH CODE: 029** FOR OFFICIAL USE ONLY PAYROLL NO:SIL/104 **BASIS: PERMANENT** SALARY: KSHS.14,866 RECRUITED BY(HOD):.... **PROCESSED BY (FINANCE** CONTROLLER):.... HR MANAGER.....

DATE APPROVED: 21-04-2018

DOCUMENT CHECKLIST

Document	Status	Remarks
(1) Academic and Proffessional 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	t V	
Details		