STAFF	ENTRY	<b>FORM</b>
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HR MANAGER.....

APPROVED BY (DIRECTOR)......DATE APPROVED: 07-03-2020

NAME: MR./ MS: DATE OF BIRTH DEPARTMENT: PIN NO: NHIF NO: Contact Details		CAROLYNE ACHIENG ABUYA 1990-12-23 OPERATIONS A009899942Y 6202441	ID NO:  JOINING DATE:  DESIGNATION:  NSSF NO:	29520786 2016-04-18 House-keeping 201171539X		
POSTAL ADDRESS:	Suba	CODE:	TOWN	: Suna North		
TELEPHONE NO	: 0790020	0110				
EMAIL ADDRESS: abuyacarol23@gmail.com						
Bank Account D	etails					
BANK ACCOUNT NO: 0330167759318						
BANK NAME: EQUITY BANK LTD		BANK CODE: 68				
BRANCH NAME: KITALE			BRANCH CODE: 033			
FOR OFFICIAL USE ONLY						
PAYROLL NO:GVL/033		BASIS: PERMANENT				
SALARY: KSHS.14,400						
RECRUITED BY	(HOD):		PROCESSED BY (FINAN CONTROLLER):			

## 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	Χ	
(7) Certificate Of Good Conduct	Χ	
(8) Salary Remittance Bank Account	t X	
Details		