

<p align="center"> <b>Sonargaon University (SU)</b>  <b>147/I, Panthapath, Dhaka - 1212</b>  <b>Employee Job Card</b>  <b>Employee ID: SU2202221090</b>  <b>Employee Name: Md. Shakibul Islam</b>  <b>Designation: Assistant Programmer</b>  <b>Department Name:</b>  <b>Campus Name: 147/I Green Road, Tejgaon, Dhaka 1215</b>  <b>Date : 2022-10-26 to 2022-11-26</b> </p>								
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SL NO	Date	Work Schedule	In Time	Out Time	Total Time	Over or Less Time	Late Time	Status
1	2022-10-26(Wed)	11:00-19:00 =8:0	10:53	19:48	8:55	+00:55	00:00	Present
2	2022-10-27(Thu)	11:00-19:00 =8:0	11:12	19:28	8:16	+00:16	00:12	Present
3	2022-10-28(Fri)	11:00-19:00 =8:0	10:42	18:32	7:50	-00:10	00:00	Present
4	2022-10-29(Sat)	11:00-19:00 =8:0	11:10	19:56	8:46	+00:46	00:10	Present
5	2022-10-30(Sun)	11:00-19:00 =8:0	00:00	00:00	0:0	00:00	00:00	Swap(2022-10-31)
6	2022-10-31(Mon)	00:00-00:00 =0:0	11:05	20:00	8:55	+00:55	00:00	Present(W)
7	2022-11-01(Tue)	11:00-19:00 =8:0	10:59	20:21	9:22	+01:22	00:00	Present
8	2022-11-02(Wed)	11:00-19:00 =8:0	11:11	20:08	8:57	+00:57	00:11	Present
9	2022-11-03(Thu)	11:00-19:00 =8:0	10:59	19:16	8:17	+00:17	00:00	Present
10	2022-11-04(Fri)	11:00-19:00 =8:0	10:48	19:03	8:15	+00:15	00:00	Present
11	2022-11-05(Sat)	11:00-19:00 =8:0	10:50	19:51	9:01	+01:01	00:00	Present
12	2022-11-06(Sun)	11:00-19:00 =8:0	10:27	18:09	7:42	-00:18	00:00	Present
13	2022-11-07(Mon)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Weekend
14	2022-11-08(Tue)	11:00-19:00 =8:0	10:19	18:51	8:32	+00:32	00:00	Present
15	2022-11-09(Wed)	11:00-19:00 =8:0	10:59	18:53	7:54	-00:06	00:00	Present
16	2022-11-10(Thu)	11:00-19:00 =8:0	11:10	20:04	8:54	+00:54	00:10	Present
17	2022-11-11(Fri)	11:00-19:00 =8:0	11:05	17:52	6:47	-01:13	00:05	Present
18	2022-11-12(Sat)	11:00-19:00 =8:0	00:00	00:00	0:0	00:00	00:00	Swap(2022-11-14)
19	2022-11-13(Sun)	11:00-19:00 =8:0	11:21	19:16	7:55	-00:05	00:21	Present
20	2022-11-14(Mon)	00:00-00:00 =0:0	10:42	19:25	8:43	+00:43	00:00	Present(W)
21	2022-11-15(Tue)	11:00-19:00 =8:0	11:12	19:03	7:51	-00:09	00:12	Present
22	2022-11-16(Wed)	11:00-19:00 =8:0	11:20	19:40	8:20	+00:20	00:20	Present
23	2022-11-17(Thu)	11:00-19:00 =8:0	10:39	19:12	8:33	+00:33	00:00	Present
24	2022-11-18(Fri)	11:00-19:00 =8:0	11:03	18:10	7:07	-00:53	00:03	Present
25	2022-11-19(Sat)	11:00-19:00 =8:0	11:12	18:06	6:54	-01:06	00:12	Present
26	2022-11-20(Sun)	11:00-19:00 =8:0	10:38	19:29	8:51	+00:51	00:00	Present
27	2022-11-21(Mon)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Weekend
28	2022-11-22(Tue)	11:00-19:00 =8:0	11:08	19:00	7:52	-00:08	00:08	Present
29	2022-11-23(Wed)	11:00-19:00 =8:0	11:12	19:26	8:14	+00:14	00:12	Present
30	2022-11-24(Thu)	11:00-19:00 =8:0	11:08	18:18	7:10	-00:50	00:08	Present
31	2022-11-25(Fri)	11:00-19:00 =8:0	11:25	20:03	8:38	+00:38	00:25	Present
32	2022-11-26(Sat)	11:00-19:00 =8:0	11:07	18:07	7:0	-01:00	00:07	Present
33	2022-11-27(Sun)	11:00-19:00 =8:0	11:09	11:09	0:0	-08:00	00:09	Present

TWD	33	TWH	229:31	Extra Duty Date	Abbreviation
TP	29	TOT	11:29		TWD = Total Working Day
TL		TS	2		TP = Total Present
TA		TLWP			TA = Total Absent
TED		TLT	13:58		TL = Total Leave
THD		TLIT	1/3		TW = Total Weekend
TW	4	Leave	10		TS = Total Swap
					TED = Total Extra Duty
					TOT = Total Over Time
					THD = Total Holiday
					TLWP = Total Leave Without Pay
					TLT = Total Late Time
					TLIT = Total Late In Time