

Sonargaon University (SU)
147/I, Panthapath, Dhaka - 1212
Employee Job Card
Employee ID: SU2101223008
Employee Name: Nazia Ahmed
Designation: Lecturer
Department Name: Dept. of Mechanical Engineering.

SL NO	Date	Work Schedule	In Time	Out Time	Total Time	Over or Less Time	Late Time	Status
1	2022-10-26(Wed)	09:00-13:00= 4:0	00:00	00:00	0:0	00:00	00:00	Leave
2	2022-10-27(Thu)	18:00-22:00= 4:0	00:00	00:00	0:0	00:00	00:00	Leave
3	2022-10-28(Fri)	7:30-16:30= 9:0	07:23	11:29	4:06	-04:54	00:00	Present
4	2022-10-29(Sat)	00:00-00:00= 0:0	00:00	00:00	4:06	+04:06	00:00	Weekend
5	2022-10-30(Sun)	08:00-13:00= 5:0	08:34	12:52	4:18	-00:42	00:34	Present
6	2022-10-31(Mon)	10:00-22:00= 12:0	10:01	20:57	10:56	-01:04	00:01	Present
7	2022-11-01(Tue)	08:00-15:30= 7:30	07:53	13:42	5:49	-01:41	00:00	Present
8	2022-11-02(Wed)	09:00-13:00= 4:0	09:24	17:31	8:07	+04:07	00:24	Present
9	2022-11-03(Thu)	18:00-22:00= 4:0	20:15	21:32	1:17	-02:43	00:00	Present
10	2022-11-04(Fri)	7:30-16:30= 9:0	07:25	15:45	8:20	-00:40	00:00	Present
11	2022-11-05(Sat)	00:00-00:00= 0:0	00:00	00:00	8:20	+08:20	00:00	Weekend
12	2022-11-06(Sun)	08:00-13:00= 5:0	07:44	15:14	7:30	+02:30	00:00	Present
13	2022-11-07(Mon)	10:00-22:00= 12:0	09:19	15:23	6:04	-05:56	00:00	Present
14	2022-11-08(Tue)	08:00-15:30= 7:30	07:53	15:57	8:04	+00:34	00:00	Present
15	2022-11-09(Wed)	09:00-13:00= 4:0	08:35	12:06	3:31	-00:29	00:00	Present
16	2022-11-10(Thu)	18:00-22:00= 4:0	18:41	21:10	2:29	-01:31	00:41	Present
17	2022-11-11(Fri)	7:30-16:30= 9:0	07:30	15:46	8:16	-00:44	00:00	Present
18	2022-11-12(Sat)	00:00-00:00= 0:0	00:00	00:00	8:16	+08:16	00:00	Weekend
19	2022-11-13(Sun)	08:00-13:00= 5:0	07:53	13:12	5:19	+00:19	00:00	Present
20	2022-11-14(Mon)	10:00-22:00= 12:0	09:55	21:23	11:28	-00:32	00:00	Present
21	2022-11-15(Tue)	08:00-15:30= 7:30	07:38	15:40	8:02	+00:32	00:00	Present
22	2022-11-16(Wed)	09:00-13:00= 4:0	08:30	11:32	3:02	-00:58	00:00	Present
23	2022-11-17(Thu)	18:00-22:00= 4:0	00:00	00:00	3:02	-00:58	00:00	Absent
24	2022-11-18(Fri)	7:30-16:30= 9:0	07:31	07:31	0:0	-09:00	00:01	Present
25	2022-11-19(Sat)	00:00-00:00= 0:0	18:04	20:26	2:22	+02:22	00:00	Present
26	2022-11-20(Sun)	08:00-13:00= 5:0	07:46	13:13	5:27	+00:27	00:00	Present
27	2022-11-21(Mon)	10:00-22:00= 12:0	09:52	11:00	1:08	-10:52	00:00	Present
28	2022-11-22(Tue)	08:00-15:30= 7:30	08:09	15:30	7:21	-00:09	00:00	Present
29	2022-11-23(Wed)	09:00-13:00= 4:0	08:09	11:30	3:21	-00:39	00:00	Present
30	2022-11-24(Thu)	18:00-22:00= 4:0	17:54	21:10	3:16	-00:44	00:00	Present
31	2022-11-25(Fri)	7:30-16:30= 9:0	07:38	16:01	8:23	-00:37	00:00	Present
32	2022-11-26(Sat)	00:00-00:00= 0:0	00:00	00:00	8:23	+08:23	00:00	Weekend

TWD	32	TWH	170:3	Swap Date	Abbreviation
TP	25	TOT	39:56		TWD = Total Working Day TWH = Total Working Hours TP = Total Present TA = Total Absent TL = Total Leave TW = Total Weekend TS = Total Swap SWH = Schedule Working Hours TOT = Total Over Time THD = Total Holiday TLWP = Total Leave Without Pay TLT = Total Late Time TLIT = Total Late In Time
TL	2	TS			
TA	1	TLWP			
TW	4	TLT	44:53		
THD		TLIT	0/4		
SWH	173	Leave	9		