

Sonargaon University (SU)
147/I, Panthapath, Dhaka - 1212
Employee Job Card
Employee ID: SU1601141100
Employee Name: Md. Ferdous Khan
Designation:
Department Name:
Campus Name: 147/I Green Road, Tejgaon, Dhaka 1215
Date : 2022-10-26 to 2022-11-25

SL NO	Date	Work Schedule	In Time	Out Time	Total Time	Over or Less Time	Late Time	Status
1	2022-10-26(Wed)	00:00-00:00 =0:0	19:21	21:44	2:23	+02:23	00:00	Present
2	2022-10-27(Thu)	00:00-00:00 =0:0	17:17	20:07	2:50	+02:50	00:00	Present
3	2022-10-28(Fri)	00:00-00:00 =0:0	19:28	21:19	1:51	+01:51	00:00	Present
4	2022-10-29(Sat)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Absent
5	2022-10-30(Sun)	00:00-00:00 =0:0	20:34	21:06	0:32	+00:32	00:00	Present
6	2022-10-31(Mon)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Weekend
7	2022-11-01(Tue)	00:00-00:00 =0:0	20:24	22:09	1:45	+01:45	00:00	Present
8	2022-11-02(Wed)	00:00-00:00 =0:0	19:38	21:20	1:42	+01:42	00:00	Present
9	2022-11-03(Thu)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Absent
10	2022-11-04(Fri)	00:00-00:00 =0:0	14:24	20:18	5:54	+05:54	00:00	Present
11	2022-11-05(Sat)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Absent
12	2022-11-06(Sun)	00:00-00:00 =0:0	17:12	20:08	2:56	+02:56	00:00	Present
13	2022-11-07(Mon)	00:00-00:00 =0:0	18:56	21:37	2:41	+02:41	00:00	Present(ED)
14	2022-11-08(Tue)	00:00-00:00 =0:0	20:08	21:51	1:43	+01:43	00:00	Present
15	2022-11-09(Wed)	00:00-00:00 =0:0	15:04	18:23	3:19	+03:19	00:00	Present
16	2022-11-10(Thu)	00:00-00:00 =0:0	19:59	21:34	1:35	+01:35	00:00	Present
17	2022-11-11(Fri)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Absent
18	2022-11-12(Sat)	00:00-00:00 =0:0	20:39	21:12	0:33	+00:33	00:00	Present
19	2022-11-13(Sun)	00:00-00:00 =0:0	18:30	20:44	2:14	+02:14	00:00	Present
20	2022-11-14(Mon)	00:00-00:00 =0:0	18:05	21:36	3:31	+03:31	00:00	Present(ED)
21	2022-11-15(Tue)	00:00-00:00 =0:0	18:20	20:35	2:15	+02:15	00:00	Present
22	2022-11-16(Wed)	00:00-00:00 =0:0	15:45	16:46	1:01	+01:01	00:00	Present
23	2022-11-17(Thu)	00:00-00:00 =0:0	14:01	20:10	6:09	+06:09	00:00	Present
24	2022-11-18(Fri)	00:00-00:00 =0:0	11:49	20:59	9:10	+09:10	00:00	Present
25	2022-11-19(Sat)	00:00-00:00 =0:0	18:08	19:53	1:45	+01:45	00:00	Present
26	2022-11-20(Sun)	00:00-00:00 =0:0	20:11	21:19	1:08	+01:08	00:00	Present
27	2022-11-21(Mon)	00:00-00:00 =0:0	21:53	22:30	0:37	+00:37	00:00	Present(ED)
28	2022-11-22(Tue)	00:00-00:00 =0:0	20:19	21:56	1:37	+01:37	00:00	Present
29	2022-11-23(Wed)	00:00-00:00 =0:0	14:31	20:27	5:56	+05:56	00:00	Present
30	2022-11-24(Thu)	00:00-00:00 =0:0	20:13	22:16	2:03	+02:03	00:00	Present
31	2022-11-25(Fri)	00:00-00:00 =0:0	20:05	20:05	0:0	+00:00	00:00	Present
32	2022-11-26(Sat)	00:00-00:00 =0:0	00:00	00:00	0:0	00:00	00:00	Absent

TWD	32	TWH	67:10	Extra Duty Date	Abbreviation
TP	23	TOT	67:10	1): 2022-11-07 2): 2022-11-14 3): 2022-11-21	TWD = Total Working Day
TL		TS			TP = Total Present
TA	5	TLWP			TA = Total Absent
TED	3	TLT	0:0		TL = Total Leave
THD		TLIT	0/23		TW = Total Weekend
TW	1	Leave	14		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