

| <b>Sonargaon University (SU)</b><br><b>147/I, Green Road, Dhaka - 1212</b><br><b>Employee Job Card</b><br><b>Employee ID: SU1902051331</b><br><b>Employee Name: Prof. Dr. Md. Abul Bashar</b> |                 |                  |         |          |            |                   |           |        |
|---|-----------------|------------------|---------|----------|------------|-------------------|-----------|--------|
| 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 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 2   | 2022-10-27(Thu) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 3   | 2022-10-28(Fri) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 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 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 6   | 2022-10-31(Mon) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 7   | 2022-11-01(Tue) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 8   | 2022-11-02(Wed) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 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 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 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 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 13  | 2022-11-07(Mon) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 14  | 2022-11-08(Tue) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 15  | 2022-11-09(Wed) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 16  | 2022-11-10(Thu) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 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 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 19  | 2022-11-13(Sun) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 20  | 2022-11-14(Mon) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 21  | 2022-11-15(Tue) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 22  | 2022-11-16(Wed) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 23  | 2022-11-17(Thu) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 24  | 2022-11-18(Fri) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 25  | 2022-11-19(Sat) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 26  | 2022-11-20(Sun) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 27  | 2022-11-21(Mon) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 28  | 2022-11-22(Tue) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 29  | 2022-11-23(Wed) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 30  | 2022-11-24(Thu) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 31  | 2022-11-25(Fri) | 00:00-00:00= 0:0 | 00:00   | 00:00    | 0:0        | 00:00             | 00:00     | Absent |
| 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   | 0:0 | Extra Duty Date | Abbreviation |
| TP  |    | TOT   | 0:0 |                 |              |
| TL  |    | TS    |     |                 |              |
| TA  | 32 | TLWP  |     |                 |              |
| TW  |    | TLT   | 0:0 |                 |              |
| THD |    | TLIT  | 0/0 |                 |              |
| SWH |    | Leave | 14  |                 |              |
|     |    |       |     |                 |              |