

# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: Dr. Rajashri Iyer

Reason for Evaluation:

☒ Annual

☐ Promotion

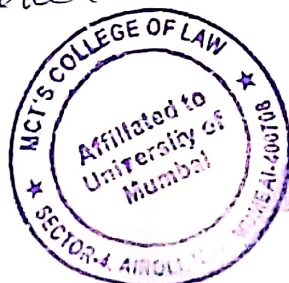
☐ Merit

☐ Other

The MANJARA CHARITABLE TRUST COLLEGE OF LAW is committed to maintaining documented performance standards and expectations for all positions within the College and for providing employees with consistent feedback about performance and position responsibilities.

This self-appraisal is intended to help employees objectively reflect on their performance and work situation over the evaluation period and to be prepared to participate actively in the evaluation conversation with their supervisor. It provides the supervisor with valuable information about employee performance, needs, and concerns from the employee's perspective. Employee answers are an annual opportunity for input into what changes could be considered for the good of the department and the College. This form will become part of an employee's permanent personnel record attached to the corresponding performance evaluation form.

- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why? *except managing queue my students- academic and personal development.*
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this? *As a Counselor, Facilitator, Collaborator.*
- 3) Which of your responsibilities could you have performed better? What affected your performance? *As a mentor - always to positive position mediator - solve conflict among students*
- 4) What courses, training, or experience most benefited you since your last evaluation? *FDP Conducted in our college. It was really Inspiring.*
- 5) In what areas could you have used more experience or training? *Administration, data collection, Events in college managing.*



*[Signature]*  
**PRINCIPAL**  
MCT'S College of Law  
Sector-4, Andheri,  
Navi Mumbai- 400 708.

# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: Mr. Deep Kapachien

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Delivered lectures. Teaching is my passion always, getting good feedback from students.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Take lecture interestingly, as an expert guide to students.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

To conduct assigned classes at the scheduled time.  
To demonstrate competence in classroom.


- 4) What courses, training, or experience most benefited you since your last evaluation?

Have got a chance to deliver FDP in MCT college of law.

- 5) In what areas could you have used more experience or training?

In teaching, exam supervision



  
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Sector- 4, Airoli,  
Navi Mumbai- 400 708.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: MYS. Anila Alalikal

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

mentorship. Guide the students for academic improvement and also career development.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Assessing students work, a good queue of students.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Mentor students properly regularly. But slow learners and average need extra lecture for them.

- 4) What courses, training, or experience most benefited you since your last evaluation?

FDP conducted in MCT college of law. relate teaching and learning.

- 5) In what areas could you have used more experience or training?

Exam Supervision, Time table preparation.



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Navi Mumbai-400 708

# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: Mrs. Anjana Alakkal

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Career guidance to students.  
Students' feedback was positive.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Understand activities that improve  
student understanding. Management  
and Principal's support.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Maintain students' program regularly.  
Counsel and guide students.

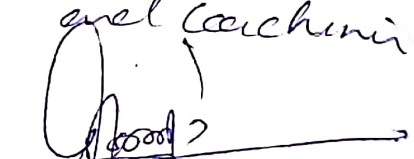
- 4) What courses, training, or experience most benefited you since your last evaluation?

I have got a chance to attend  
FDP conducted by our college.

- 5) In what areas could you have used more experience or training?

Communication, mentoring, and coaching.



  
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Sector-4, Airoli,  
Navi Mumbai- 400 708



# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: Dr. Dharmesh Mehra

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?  
Lecturing Delivered, Teaching is my passion  
- Even I'm getting good feedback from students about my lecture.
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?  
Taking lecture interestingly as a good quality of students. Support from Principal encourage me a lot.
- 3) Which of your responsibilities could you have performed better? What affected your performance?  
To conduct assigned class at the scheduled time.
- 4) What courses, training, or experience most benefited you since your last evaluation?  
Have got a chance to attend FDP in our college.
- 5) In what areas could you have used more experience or training?  
In teaching, exam Super VU, make lesson plans.



*[Signature]*  
PRINCIPAL  
MCT'S Coll  
Sector-4  
Navi Mumbai - 403708

# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/4/2021

EMPLOYEE NAME: Mrs. Pavitica Shetty

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

teaching, Teaching is my passion. got good feedback from each class of students.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

A good bunch of students. provide extra Curricular Information to them related career.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

To conduct assigned class at the scheduled time.

good support from colleagues and principle.

- 4) What courses, training, or experience most benefited you since your last evaluation?

FDP conducted in MCT college of Law.

- 5) In what areas could you have used more experience or training?

Time Table preparations, & teaching



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Navi Mumbai-400708.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/4/2021

EMPLOYEE NAME: Mr. Mahesh Chandelwani

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?  
motivate the learners to develop an interest. use newer methods of teaching
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?  
Transfer of knowledge, enlightenment; character building.
- 3) Which of your responsibilities could you have performed better? What affected your performance?  
To conduct assigned classes at the scheduled time.  
To demonstrate competence in class.
- 4) What courses, training, or experience most benefited you since your last evaluation?  
FDP conducted in our college. It influence a lot.
- 5) In what areas could you have used more experience or training?  
maintaining student progress.  
planning college events.  
encouraging students.



Principal  
MCT'S College of Law  
Sector-4, Aurangabad

# EMPLOYEE SELF APPRAISAL FORM

DATE : 23/04/2021

EMPLOYEE NAME: Mrs. Divya Belchaela.

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

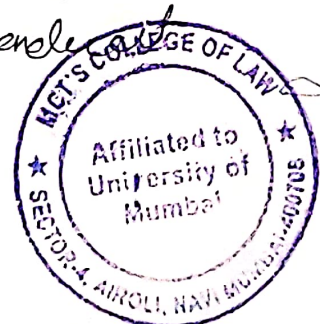
☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?  
*Provide motivation, motivate students to develop an interest in learning. Provide career related information.*
- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?  
*Communicate with students, characterize behavior management support given etc. do such other activities.*
- 3) Which of your responsibilities could you have performed better? What affected your performance?  
*To complete assigned work on time.*
- 4) What courses, training, or experience most benefited you since your last evaluation?  
*FDP Conducted in met law college.*
- 5) In what areas could you have used more experience or training?  
*Monitor students progress  
Help management in conducting events in college.*

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Sector- 4, Airoli,  
Navi Mumbai- 400 708.





# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mrs. Priya Pakhne.

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Conduct exams smoothly without any problems.  
My experience helps me to do so.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Conducting activities that improve student understanding, good support from Principal Sir.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Maintain student progress regularly. It helps them move in the right way.

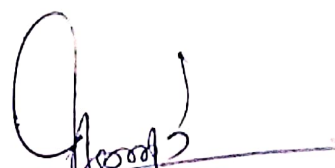
- 4) What courses, training, or experience most benefited you since your last evaluation?

FDP conducted relating to new techniques and strategies in teaching learning process.

- 5) In what areas could you have used more experience or training?

Communication, Mentorship



  
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Navi Mumbai-400 708.

# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME:

Reason for Evaluation:

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<input type="checkbox"/>	Promotion
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<input type="checkbox"/>	Merit
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<input type="checkbox"/>	Other
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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Conduct exams, smoothly without any problems. My experience helps me a lot.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Good communication with students, help them to overcome academic related problems.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Students frequent monotonous. It helps the students to overcome problem related learning.


- 4) What courses, training, or experience most benefited you since your last evaluation?

MCT College of Law conduct FDP in teaching learning process.

- 5) In what areas could you have used more experience or training?

Communication, mentoring, mentorship.



  
PRINCIPAL  
MCT'S College of Law  
Sector-4, Airoli,  
Navi Mumbai- 400 709.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mrs. Megha Deyarwal

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Completion of work on time. What ever the work relate teaching learning could complete on time.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Career guidance to students.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

As a teacher my first responsibility is to convey the concept clearly to students what ever I'm teaching.

- 4) What courses, training, or experience most benefited you since your last evaluation?

I have got a chance to look quest teacher in HVPS law college. feedback from their benefit me a lot.

- 5) In what areas could you have used more experience or training?

Teaching, Paper valuation, exam supervision, administrative work.



Principal  
MCT'S College of Law  
Sector-4, Airoli,  
Navi Mumbai-400 708.

# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/4/2023

EMPLOYEE NAME: Ms. Priya Bhoir

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Demonstrating Professionalism. follows Professional ethics.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Assessing student work, increasing student achievement.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

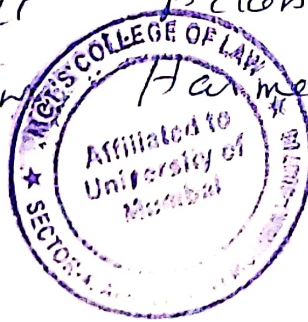
Innovative teaching strategies. Monitor and evaluate student progress.

- 4) What courses, training, or experience most benefited you since your last evaluation?

FDP conducted in college last year.

- 5) In what areas could you have used more experience or training?

Monitor and evaluate student progress. Conduct Action plans. Maintain Harmonious relationship.



Principal  
MCT'S College of Law  
Sector- 4, Airoli,  
Navi Mumbai- 400 708.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: MRS. Krishna Dnyanesh Patel

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Motivate students to develop an interest in learning. Provide career related information.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Transfer of knowledge, character building.  
Support from Principle & management encourage me to do my work 100%.

- 3) Which of your responsibilities could you have performed better? What affected your performance?


To conduct activities on time.  
Never postponed any work related teaching.

- 4) What courses, training, or experience most benefited you since your last evaluation?

MCT College of Law conduct FDP. It was really a motivational one.

- 5) In what areas could you have used more experience or training?

Motivate students proactively.  
Plan college events.

  
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Sector- 4, Airoli,  
Navi Mumbai- 400 708.

# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mrs. Dhanevatee Kharikar

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Teaching, by using different methods,  
it could create interest in students.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Completion of Syllabus on time.  
it helps to find time for Revision.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

(1) Doubt clearance from the side of students.  
Paper Evaluation on time. Conducted monthly test (2) Good feedback from students.


- 4) What courses, training, or experience most benefited you since your last evaluation?

always trying new techniques of teaching.  
often formal student feedback, continue the method which students prefer most likely.

- 5) In what areas could you have used more experience or training?

I have more experience in teaching.



  
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Navi Mumbai- 400 708.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mrs. Bijori. Sejilb.

## Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

punctuality. always I am on time -  
attend college, in class room for lecture on time.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Deliver lecture. college management  
support, they always encourage to my teaching  
method of teaching.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Guidance to students, encourage students  
in extra curricular activities.

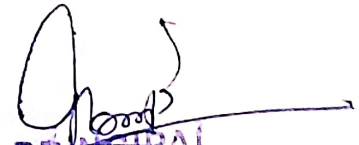
- 4) What courses, training, or experience most benefited you since your last evaluation?

Support from management and Principal.

- 5) In what areas could you have used more experience or training?

lecture, exam supervision, evaluation.



  
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Sector- 4, Airoli,  
Navi Mumbai- 400 708.

# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mr. Mahendra Chaudhari

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

Completion of work on time. Whatever the work related teaching and learning could complete online.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Provide extra knowledge to students especially in career development.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

Convey the concept clearly to students. Look extra feeling for new learnings.

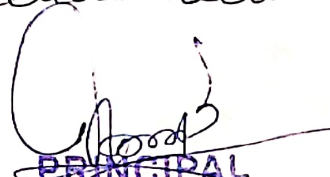
- 4) What courses, training, or experience most benefited you since your last evaluation?

MCT college of law conducted a FDP last year. It helped me to improve my teaching methods.

- 5) In what areas could you have used more experience or training?

Career guidance and Remedial teaching.



  
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Sector- 4, Airoli,  
Navi Mumbai- 400 708.



# EMPLOYEE SELF APPRAISAL FORM

DATE : 19/04/2023

EMPLOYEE NAME: Mrs. Rajalakshmi Mambian

Reason for Evaluation:

☒ Annual

☐ Promotion

☐ Merit

☐ Other

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- 1) Since your last evaluation, what job-related accomplishments are you most proud of, and why?

planner. Curriculum for, Organizing Curriculum and extra Curricular activities.

- 2) Which of your responsibilities did you perform best or improve in the most? What contributed to this?

Assessor. Curriculum, evaluation and student assessor.

- 3) Which of your responsibilities could you have performed better? What affected your performance?

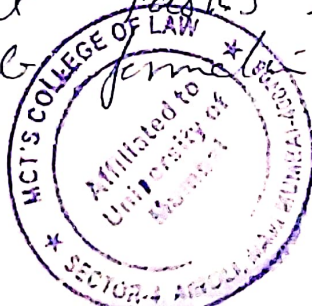
Assessor, recorder, monitor, reviewer. queue etc.

- 4) What courses, training, or experience most benefited you since your last evaluation?

FDP attendance in our college.

- 5) In what areas could you have used more experience or training?

Work collaboratively to plan and mark assessment tasks and unit plans. Integrate formative and summative assessment



**PRINCIPAL**  
MCT'S College of Law  
Sector-4, Airoli,  
Navi Mumbai- 400 708.