

Sep, 2024

Manual Overtime Calculation

Work Order Numbers							Welfare water pump work Plumbing	Friday Half Day M.hussain	Welfare water pump work Plumbing Friday Work	Azhar Majdoul electrical work.	Azhar Majdoul electrical work.	Azhar Majdoul electrical work.	Azhar Majdoul electrical work.	Welfare water pump work Plumbing	Azhar Majdoul electrical work.	Azhar Majdoul electrical work.	Friday Half Day M.hussain	Dammam Ware House fire fighting work			
S.No	Emp. ID	Name of Employee	Location	Total Salary	No. of Days	4-Sep	6-Sep	13-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	22-Sep	23-Sep	27-Sep	28-Sep	Total Minutes	Total Hours	Amount	
01	1282	محمد محمود محمد احمد	Mohammad Mahmood	6,500.00	30	180.00		180.00					180.00					540.00	9.00	366.00	
17	2034	عاصم ربيع طه كشك	Assem Rabia Keshk	7,000.00	30												240.00	240.00	4.00	175.00	
23	2878		Aftab Ahmad Muhammad Y	1,500.00	30		240.00	240.00					240.00			270.00		990.00	16.50	155.00	
30	1496	مشرف حسين وحيد الرحمن	Musharaf Hussain	1,700.00	30												240.00	240.00	4.00	43.00	
31	2615	هنايون الرحمن	Humayoun Rahman	2,800.00	30												240.00	240.00	4.00	70.00	
32	3061		Azhar Abdul Hameed	3,300.00	30				60.00	60.00	60.00	360.00		120.00	360.00			1,020.00	17.00	351.00	
34	3068		Majidur Islam	1,500.00	30		360.00	360.00					360.00					1,080.00	18.00	169.00	
				Total		180.00	240.00	420.00	-	-	-	-	420.00	-	-	270.00	720.00	4,350.00	72.50	1,329.00	
Prepared By:	Abdul Hafiz																	-	-		

Prepared by
Eng.Abdul hafiz
Maintenance Engineer

Approved By
Mohammad .Y.Alshaiikh
Director of Finance and Operations

Alanoud F. Alqahtani

From: Mohammad Y. Alshaikh
Sent: Monday, October 14, 2024 12:19 PM
To: Abdulhafeez Z. Mukadam
Cc: Alanoud F. Alqahtani; Hamad H. Almousa; Abdulrahman Y. Alshaikh
Subject: FW: Need approval for overtime month of Sep 2024
Attachments: Overtime Sep 2024.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Approved

Thanks & Best Regards,



Mohammad Y. Alshaikh
Director of Finance and Operations
Awtad Company

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From: Abdulhafeez Z. Mukadam <244@awtad.sa>
Sent: Monday, October 14, 2024 11:09 AM
To: Mohammad Y. Alshaikh <malshaikh@awtad.sa>
Cc: Alanoud F. Alqahtani <113@awtad.sa>; Hamad H. Almousa <3160@awtad.work>
Subject: Need approval for overtime month of Sep 2024

Dear Sir , Mohammed Y Alshaikh,

Maintenance team Overtime for Sep 2024. Please Find the attach file. Please find attach Work Order No also in same attach File.

The total Overtime amount **SR : 1329 SR.** (Sep 2024)

1. Maintenance Team Worked In, Welfare Friday for water pump
2. Dammam Ware house
3. Masjid Hussain Friday work.
4. Majdoul Electrical Work

Thanks & Best Regards.



Eng. Abdul Hafiz

Maintenance Engineer.

Awtad Al Akaria

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