

**Monthwise attendance analysis for Non-Teaching Staff of Hayat Unani Medical College & Research Centre for the month of April 2026**

S.No	Name	Designation	Department	No. of days in a month	Total working days	Week off	Holiday	Total Present	Total Leave/ Absent	Attendance Percentage
1	Mr. Junaid Ali Siddiqui	Personal Assistant to Principal	Administrative account Services	30	25	4	1	25	0	100.00%
2	Mr. Asim Khan	Office Superintendent	Administrative account Services	30	25	4	1	25	0	100%
3	Mr. Shah Nawaz Ahmad Khan	Clerical Staff	Administrative account Services	30	25	4	1	24	1	92.31%
4	Mrs. Iram Khan	Librarian	Library	30	25	4	1	15	10	57.69%
5	Mr. Iqbal Ahmad	Attendant cum museum keeper or multitasking worker	Amraze Jild wa Tazeeniyat	30	25	4	1	24	1	92.31%
6	Mr. Aman Azeem Khan	IT Officer	IT Cell	30	25	4	1	25	0	100.00%
7	Mr. Mohd Javed	Office Assistant	IT Cell	30	25	4	1	24	2	92.31%
8	Mr. Lalit Singh	Lab Technician	Munafeul Aza	30	25	4	1	25	0	100.00%
9	Mr. Amit Kumar	Lab Assistant	Tashreehul Badan	30	25	4	1	24	2	92.31%
10	Mr. Sayeed Akhtar	Clerical Staff	Administrative account Services	30	25	4	1	25	0	100.00%
11	Mr. Syed Mohd Akasha	Lab Technician	Mahiyatul Amraz	30	25	4	1	24	1	92.31%
12	Mr. Naushad Husain Khan	Coordinator	Clinical Skill or Simulation Laboratory	30	25	4	1	23	2	92.00%
13	Mr. Meraj Ansari	Clerical Staff	Administrative account Services	30	25	4	1	24	1	96.00%

14	Mr. Abu Talha	Attendent cum Museum Keeper	Saidla	30	25	4	1	22	3	88.00%
15	Mrs. Poonam Devi	Library Attendant	Library	30	25	4	1	24	1	96.00%
16	Mrs. Sunita Devi	Attendant cum Museum Keeper	Tashreehul Badan	30	25	4	1	23	2	92.00%
17	Ms. Seema Devi	Multitasking Worker	Munafeul Aza	30	25	4	1	22	3	88.00%
18	Ms. Pinky Kumari	Attendent cum Museum Keeper	Tahaffuzi wa Samaji Tib	30	25	4	1	13	12	72.00%
19	Ms. Andesh Kumari	Attendent cum Museum Keeper	Mahiyatul Amraz	30	25	4	1	20	5	96.00%
20	Mrs. Soni	Multi-Tasking Staff	IT Cell	30	25	4	1	23	2	92.00%
21	Mr. Ram Shankar	Gardener	Herbal Garden	30	25	4	1	24	1	92.31%
22	Mr. Sudarshan Kumar	Multi-Purpose Worker	Herbal Garden	30	25	4	1	24	1	92.31%
23	Mrs. Aarti Devi	Attendent cum Museum Keeper	Ilmul Advia	30	25	4	1	24	1	92.31%
24	Mrs. Sunita Gautam	Attendant	Kulliyat	30	25	4	1	22	3	88.00%
25	Ms. Radha Rawat	Attendant cum museum keeper or multitasking worker	Moalajat	30	25	4	1	24	1	92.31%
26	Mrs. Sima	Attendant cum museum keeper or multitasking worker	Ilmul Atfal	30	25	4	1	22	3	88.00%
27	Mrs. Shakuntala	Attendant cum museum keeper or multitasking worker	Jarahat	30	25	4	1	24	1	92.31%
28	Mrs. Gudiya Devi	Attendant cum museum keeper or multitasking worker	Ilaj bit Tadbeer	30	25	4	1	25	0	100.00%
29	Mrs. Gyanwati	Attendant cum museum keeper or multitasking worker	Amraze Ain, uzn, Anf wa Halaq	30	25	4	1	22	3	88.00%

30	Ms. Alqama	Others	Others	30	25	4	1	26	0	100.00%
31	Ms. Kajal	Attendant cum museum keeper or multitasking worker	Niswan wa Qabalat	30	25	4	1	24	1	92.31%
32	Afzal Khan Gauri	Site Engineer	Maintenance Cell	30	25	4	1	26	0	100.00%
33	Farhan Ahmad	Office Assistant	Human Resource Development Cell	30	25	4	1	22	3	88.00%
34	Afajal Khan	Cadaver Lifter	Tashreehul Badan	30	25	4	1	26	0	100.00%
35	Mr. Dhanveer	Assistant Librarian	Library(Central library)	30	25	4	1	23	2	92%
36	Mohd Wali Rizvi	Lab Technician for Quality testing laboratory	Saidla	30	25	4	1	26	0	100.00%
37	Sikander Yadav	Lab Assistant	Ilmul Advia	30	25	4	1	22	3	88.00%
38	Darakshan Anjum	Lab technician (Pharmacognosist)	Ilmul Advia	30	25	4	1	22	3	88.00%