



Chhatrapati Shahuji Maharaj College of Engineering & Technology

Approved AICTE, New Delhi & Affiliated to Gautam Buddh Technical University, Lucknow

8 Milestone, Rewa Road, Iradatganj, Allahabad-212110 (U.P.) email: csmcet@gmail.com

Ref No: ...C.S.M.CET / 1008 / 2014 / 06

Date: 05/08/14

**Ms. Anupma Rai
Musaradahamod, Mau**

Subject: Appointment letter

Dear Sir / Madam,

With reference to your application for the faculty position and subsequent interview, we are pleased to appoint you as per following terms and conditions:

1. You are appointed as **Pro Term Lecturer** in **Deptt. of Electrical & Electronics Engg.**
2. You are appointed in consolidated salary of **Rs. 30,000.00 per month.**
3. Your appointment is for three years and within three years, you have to complete your Master Degree.
4. You will be a full time employee of the college. Thus, you will not undertake any assignment either on honorary basis or otherwise without written consent of the management of institute.
5. In addition to taking lecture/ tutorial/ practical classes as assigned to you, your job responsibility shall include students' assessment, evaluation, developing resource material, laboratory development, active involvement in students co-curricular/ extra-curricular activities assisting in departmental/college/ hostel administration and any other work assigned to you by any competent authority.
6. Your performance will be evaluated on the basis of teaching skills and services offered by the college.
7. You will be on probation for a period of one year initially, which can be revised depending upon your performance. After satisfactory completion of probation, your services will be regularized. During the probation, your services can be terminated without any notice.
8. Once regularized, the terms and condition of this appointment can be terminated by wither party by giving one month notice or one month salary in lieu thereof.
9. You will to abide by HR policy of the society and any change made there in from time to time.
10. You are required to join on or before **10th September, 2014**. Thereafter, this letter will stand canceled.

We look forward to having a long lasting relationship.

Thanking you.

Yours sincerely

Copy To:

- ❖ Personal File
- ❖ Account Department

Kunwar Dinesh Singh

(Secretary)
SECRETARY