



SARASWATI HIGHER EDUCATION AND TECHNICAL (SHEAT) COLLEGE OF ENGINEERING and MANAGEMENT

(Approved by AICTE and Affiliated to U.P. Technical University, Lucknow)

UPTU CODE- 384

Ref. No: SHEAT/ Faculty/16-17/28

Date: 24/01/2017

To,
Dr. Vijay Kumar Upadhyay
Address – N/13 20 A -2P Pragy Nagar
Sunderpur Varanasi
Contact no.- 9454253951 7317310888
Email - vkupadhyay2005@rediffmail.com

Subject- Appointment Letter for Associate Professor

Dear Sir,

With reference to your application for the post of Associate Professor in the Department of Applied Science & Humanity and subsequent interview, we are pleased to appoint you on the above post from 01.02.2017 as per following terms & conditions:-

- You are appointed as Associate Professor in the Department of Applied Science & Humanity .
- You will be a full time employee of the college. Thus, you will not undertake any assignment either on honorary basis or on permanent basis, without written permission from the management of institute.
- In addition to above job responsibility, your job responsibility shall also include students admission, extracurricular activities, assisting in departmental /college / hostel administration and any other work assigned to you by any competent authority from time to time.
- Your Performance will be evaluated by the committee on the basis of your performance and services offered. Once regularized, the terms and conditions of this appointment can be terminated by either party giving one month notice or one month salary in lieu thereof.
- You will be abided by HR Policy of the institution and any change made there in from time to time.
- You are required to join on the 01.02.2017. Thereafter, this letter will stand cancelled.

We look forward to having long lasting relationship.

Director
SHEAT College of Engineering
Babatpur Varanasi
Director General

SHEAT College of Engineering

Copy to

- Personal File
- Account Department

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