



NOIDA INSTITUTE OF ENGINEERING & TECHNOLOGY

Established 2001

AICTE Approved Institute and Affiliated to U.P. Technical University, Lucknow
☎ (0120) 2320062, 2320132 • Fax : (0120) 2320132

Ref : NIET/PF

Date : 16.07.2007

To
Ms. Sanjita Das

1. The management of the NIET, Gr. Noida is pleased to inform you that on the basis of interview held in the Institute on 14.07.2007 and upon the recommendation of Selection Committee, you have been appointed as ~~Lecturer~~ / ~~Lecturer (Sr. Scale)~~ / ~~Asstt. Professor~~ / ~~Professor~~ in the department of B. Pharmacy. in the scale of Rs. 12000 - 420 - 18300 at a basic pay of Rs. 12000/- plus allowances as per U.P. Govt. / Institute Norms.
2. You are required to submit a Medical fitness certificate from C.M.O./ C.M.S./ Authorized Medical Practitioner at the time of joining the post.
3. You will be a full time employee of the Institute. In addition to taking Lecture / Tutorial / Practical classes as assigned to you, your job responsibility shall include :
 - Students assessment and evaluation;
 - Assisting in Consultancy and R & D services;
 - Developing resource material for class room teaching & laboratory;
 - Organizing co-curricular and extra curricular activities games and sports;
 - Assisting in departmental / Institute / Hostel administration and
 - Any other work assigned by the Competent authority / Director / Director (Academics)
4. In addition to feedback from students about your teaching, your performance will be evaluated on the basis of targets you set on each of the item mentioned at serial 3 above
5. You will be initially on probation for a period of one year from the date of your joining. The period of probation may be extended further. After satisfactory completion of your probation, you will be confirmed. During the probation period, if your performance is not adjudged as satisfactory, the Management can terminate your services at a short notice. You cannot leave the service in-between the Semester. However, under special circumstances, you can be allowed to leave only after giving one month's notice.

On confirmation, you can leave by giving three months notice or three months pay in lieu thereof. However, Management can terminate your services by giving one month's notice or one month's pay in lieu thereof, in case of undesirable activities from your side

A. J. V. S.

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