

DR. V.P. MADNAVAT COLLEGE OF EDUCATIONAL & PROFESSIONAL COURSES

Kalora Chauraha, Post-Kalora (Maharajganj)

REG. NO. 1234567890

NO. VPAC/1-333/2021

DATE 23/06/2021

To, Manoj Kumar, 201/501 Indraprastha, Indraprastha

Subject: Appointment as HOD in Post of Director, Dr. V.P. Madhavai College of Educational & Professional Courses, Kalora Chauraha.

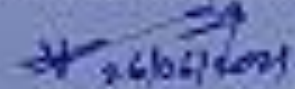
As per interview held on 20/06/2021 in Dr. V.P. Madhavai College of Educational & Professional Courses, Kalora Chauraha. I am happy to inform you that you have been selected as potential candidate for the post of HOD and we request you to join our Institute as per your earliest. Your appointment is purely on permanent basis subject to the approval by the competent authority. Your salary has been fixed as per norms of Dr. V.P. Madhavai College of Educational & Professional Courses, Kalora Chauraha. Please give your consent letter and the possible date of joining as soon as possible. Your services will be governed by the terms & conditions as given below and as per the rules and regulations of Dr. V.P. Madhavai College of Educational & Professional Courses, Kalora Chauraha and date name.

The Terms and conditions will be as under:

1. He/She will draw Rs.44,000/- gross per month in the basic pay along with D.A. as applicable to U.P. Govt. employees and other allowances as applicable from time to time as per rules of the Institute.
2. He/She is required to join the institution at the earliest but not later than three months from the date of issue of this appointment letter or before the commencement of academic session 2021-22 whichever is later.
3. He/She will be governed by the service and rules of the institution as well as university conferred time to time.
4. He/She will not be entitled for traveling and subsistence expenses for the joining the institution. He/She will have to bear the expenses for the joining the institution.
5. The nature of appointment is being treated as contractual for a maximum of three years or up to age of 60 years which ever will be earlier and the He/She will be on probation for 3 months.
6. This appointment can be terminated on any time due to mis-conduct, policies, learning, organization growth / management decision / one week notice also given in probation period. After probation period one month notice from either side, or payment in lieu of that during the probation period.
7. He/She may be regularized thereafter if there is no extension of probation and after regularization the notice period will be 3 months from either side.

You are requested to report for duties before 20/06/2021 and submit the duplicate copy of this letter after duly signed by you as acceptance letter of the conditions stipulated.

Chairman/Secretary/Director  
Dr. V.P. Madhavai College of Educational & Professional Courses, Kalora Chauraha

  
DIRECTOR  
Dr. V.P. Madhavai College  
of Educational & Professional  
Courses, Kalora Chauraha U.P.