



# R. V. NORTHLAND INSTITUTE

(Approved by AICTE, PCI, Min. of HRD, Govt. of India & AKTU, Lucknow)

College Code : 204

Ref. No. 47/RVN/AL/2018

Dated : 10-07-2018

## APPOINTMENT-CUM-OFFER LETTER

**Dr. Sanjar Alam,**  
B-59, First Floor, Flat No. 103,  
Thokar No. 7, Shaheen Bagh,  
New Delhi - 110025

With reference to your application for the post of **Associate Professor-cum-Research Coordinator** in our R. V. Northland Institute, G. T. Road, Dadri, Greater Noida, Gautam Budh Nagar (UP) and subsequent interview held on 06/07/2018.

We are happy to inform you that your candidature has been selected for appointment for the post of **Associate Professor-cum-Research Coordinator** w.e.f. 10/07/2018, in the pay scale of Rs. 37,400-67,000 along with other allowance as per State Government/Rules and Regulations.

The terms and conditions for your appointment are follows:

- This appointment is not applicable for terminated benefits.
- You will be on probation for one year from the date of joining. During your probation your service are liable to terminated without any prior notice if found indulge in any unwanted activity. The probation period may be extended as per performance.
- On successful completion of period of one year extended probation period will be granted as when required. After confirmation, your services can be terminated by the management by giving one month notice or one month pay in lieu thereof.  
Similarly in case you wish to leave the service in any stage (not in middle of the semester) you also required one month notice, failing which the amount equitant to one month will be recovered from you.
- As required your duties & responsibilities you will be required to follow the institute standing order as amended from time to time.
- You will be strictly work only for the institute and not accept part-time job any were either the during college hours or after, failing which you will be held guilty of misconduct and which breach trust resulting in discussion from services without notice.

R.V. Northland Institute

  
Secretary

### Corporate Office:

405, Ocean Complex,  
Sector-18, Noida,  
Gautam Budh Nagar (U.P.) - 201 301

### Campus:

18 Km on Ghaziabad- Bulandshahar G.T. Road, Dadri,  
Greater Noida, Gautam Budh Nagar-203207 (U.P.)  
Landline : 0120-2666445, Fax No. : 0120-2666444  
Mob.: 9818701083, 9810981348, 9968874702

E-mail ID: [rvnorthlandinstitute.204@gmail.com](mailto:rvnorthlandinstitute.204@gmail.com)

Website: [www.rvnorthland.com](http://www.rvnorthland.com)

- (f) The address given by you at the time of appointment or such other changes of address with you will be informed to the management for updating the personal file.
- (g) Your leave shall be governed as per the (HR policy of the institute) as amended from time to time. Absence for six days continuously without sanctioning the leave should be losing right for the jobs and same shall be automatically come to end without prior notice.
- (h) Grant of leave shall be depending on the exigencies of the work of institute and shall be at the discretions of management.
- (i) Before the proceeding of as the leave you will have to apply to the concern department head and after endorsement by the same will be sanctioned by the secretary/ management. Similarly for the extension of the leave and application should be forwarded before the expiry of the leave initially granted.
- (j) You will required to come to institute in any holiday if necessary attend meeting or any other activities conducted by institute.
- (k) When ever your services required for conducting any extra activities after teaching hours you will be do so willing a part of your service/ job.
- (l) Your yearly increment will be based on your performance of past year. The service of in term of efficiency, result, punctuality and maintaining of discipline and same will be withdrawn if performance is unsatisfactory.
- (m) You may be given transport facility as per our route chart, which will be a part from your salary, what ever has decided at the time of appointment by management.
- (n) You will be confirmed acceptance of the above appointment in writing latest by 10/07/2018 otherwise it will be stand cancelled automatically.
- (o) You are required to submit your all necessary academic/professional documents (mark sheets & certificates) for our record.
- (p) In case of any dispute management will sole judge and his decision will be final and binding on you.

R.V. Northland Institute

  
Secretary

**Puneet Sharma**  
(Secretary)

Place: Dadri, Gr. Noida

Date: 10-07-2018