

**VISHVESHWARYA
GROUP OF INSTITUTIONS (VGI)**

Technical Campus, Approved by AICTE / UGC / PCI
Affiliated to U.P. Technical University, Lucknow (U.P.)

Date: 14.5.2014

Ref. VGI/Appointment/01/2012/05

Mr. Kamalleshwar Prasad Pandey
Vill. & Post- Panasa (Tarapar),
Allahabad, U.P.

This has reference to your resume and subsequent interview you had with us at our premises. The Management is pleased to appoint you as Lecturer in the Department of Mechanical Engineering w.e.f. 31/01/2012 on a Basic Pay of Rs.38000/- (Consolidated) per month

In Addition you shall be entitled to a monthly Travelling Allowances of Rs.NIL.

TERMS & CONDITIONS

1. You will be governed by Vishveshwarya Group of Institutions / Shri Nath Ji Trust rules and regulations which may be modified or changed from time to time by VGI / Trust Authorities.
2. You will be on probation for a period of one year from the date of your joining the VGI on the above post. If you are not informed about your confirmation in writing, the probation shall be automatically extended till confirmation. During probation period your services can be terminated without assigning any reason but after giving one month's notice or one month's salary in lieu thereof. You can also resign from the service of the VGI by giving one month's notice provided it is not in the middle of the Semester. The Management reserves the right to retaining your services upto completion of conduct of classes and relieve you only after satisfactory completion of course work and other essential requirements. If you leave without giving any notice or in the middle of the teaching session, disciplinary action may be taken by the Competent Authority.
3. On confirmation, either side can terminate the engagement without assigning any reason by giving a notice of one month or salary in lieu of one month notice period. You are advised not to leave VGI in between the Semester, otherwise, the decision whether to accept one month's notice or deduct one month's salary in lieu thereof shall be the discretion of the Management. You shall not use vacation as notice period.
4. You are being appointed as full time employee of VGI; therefore, you will not undertake any assignment either on honorary basis or otherwise without the written consent of the Competent Authority of VGI. In case you apply for any job elsewhere, an advance copy of your application shall necessarily be submitted to the Director for his information.

Contd...2.