

Teaching Staff Appointment Letter

Mr. Rakesh Ray

Head of Department
LTR Institute of Technology

Meerut

Congratulations!

Dear Mr. Rakesh Ray

I am pleased to inform you about your selection and Admin job confirmation for the post of **Head Of Department A Level** at LTR Institute of Technology with the effect from **18 August 2010**. All the terms and conditions with other benefits are mentioned on the attached employment agreement form.

I congrats you and welcome you on behalf of all the administration staff of LTR Institute of Technology. Now you are the family member of LTR teaching staff and I hope that we together will work very hard to achieve the goals of our college.

Sincerely yours,

LTR Institute of Technology