



Gokaran Narvadeshwar Institute of Technology & Management

12, km. Stone on Lucknow-Dewa Road, Tindola, District-Barabanki

(Approved by AICTE Ministry of HRD, Govt. of India, New Delhi & ARBate to U.P.T.U., Lucknow)

Ref No: G.N.T.M / 02 / 2019-20

Date: 25-07-2019

To,

Mr. Pramesh Chandra Srivastava
638/7, sector-14, Avantipuram
Indira Nagar, Lucknow
Uttar Pradesh

Sub:- APPOINTMENT LETTER

Dear Mr. Pramesh Chandra Srivastava

Management is kind appoint as **Assistant director** in our college in the consolidated salary in our college in the pay scale of **Rs. 50000** only per month.

The terms conditions of your employment are as follows:-

1. Excellent academic delivery bringing transformation and overall development & grooming of the student to the entire satisfaction of the Management to ensure success of the institute will be your prime responsibility, which is to be carried out with full commitment, dedication and honesty.
2. You are required to submit the certificate in support of your education, professional Qualification experience, date of Birth, relieving letter from past employer, declaration, Medical fitness for verification together with one set of copies thereof and one passport size photograph for records at the time of reporting.
3. You will be governed by the rules & regulation including conduct, discipline & administrative orders, and any such rules and or / order of institute that may come into force time to time.
4. You are required to devote full time to the assigned duties and shall not conduct directly or indirectly in any other trade or business whatsoever which is likely to interfere with the due & efficient discharge of the institute duties.

5. Your services can be terminated on one month notice or one month pay in lieu of notice. In the mid of session you will not be allowed to leave the college. One month prior notice must be given to the management in case of resignation from the services otherwise salaries for one month will not be released. You will not be allowed to resign from your services till an alternative arrangement is not made by the management.
6. Management undertaking responsibility for your safety the tenure of service with us and any bodily injury or loss of life to you would be entirely at your risk and responsibility.
7. In case the above terms and conditions have been understood and acceptable to you. Kindly sign the duplicate copy of this letter in token of your acceptance and return the same to us.
8. All the teaching staff follows the rules and condition according to appointment committee and management committee.

We welcome you to Gokaran Narvadeshwar Institute of Technology And Management

With best wishes.

For Gokaran Narvadeshwar Institute of Technology and Management,
Barabanki

Yours Sincerely,


Manager/Secretary

v/c

Copy to:

1. Account Section
2. Personal file