



Noida Institute of Engineering & Technology, Greater Noida

नोएडा अभियांत्रिकी एवं प्रौद्योगिकी संस्थान, ग्रेटर नोएडा

Approved by AICTE and Affiliated to Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh, Lucknow

(Formerly Uttar Pradesh Technical University)

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Ref: NIET/

PF

Date 04.02.2019

To,
Ms. Richa Shakya
19/37, New Colony, Panki Power House
Panki, Kanpur

We welcome you to our innovative and dynamic team

Dear Sir / Madam

With reference to your application and subsequent interview, the Management of Noida Institute of Engineering and Technology (NIET), Greater Noida, is pleased to offer you employment as a member of faculty on the under mentioned terms and conditions:-

AD HOC APPOINTMENT

- Position : Assistant Professor
- Department : Pharmacy
- Total Consolidated Salary : 30,000/- + Free Accommodation in Hostel
- Date of Appointment : 4.02.2019

Adhoc appointment is temporary appointment as recommended by selection committee.

The above salary includes all the allowances, HRA and benefits, as per Institute's policies as applicable from time to time.

Your work responsibilities and other rules and regulations and general information of the terms of appointment are as follows:-

Responsibilities:

- You will be responsible to report to Head of Department / Deans / Director General / Director(s) and other competent authority of the Institute only.
- You will act within the frame-work of the organization structure and policies and directions as may be laid down by the Management from time to time.
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Your acts shall be solely for the development of your department and students.
- You will participate in solving the administration problems and also encourage students in all the development activities.

Other terms and conditions:-

- The employee may leave, when on an Adhoc post, by giving a notice of 7days. Similarly the management may terminate the employee without giving any reason by giving 7 days notice or by giving salary in lieu of the notice period.
- Within a year, the candidate would appear for an interview with the Regular Selection Committee (comprising THE STRUCTURE RECOMMENDED BY THE AFFILIATING UNIVERSITY). On recommendation of the aforesaid Selection Committee, the candidate would then be on probation for a maximum period of 2 years.