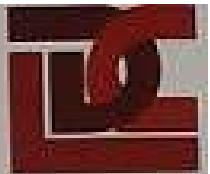


LDC Institute of Technical Studies



मेवादी ब्रह्मलोक

Ref. NO: LDCITS/Faculty/civil/01

Date: 08/11/2021

Ms Ritu Kumari
109B/5C, Anantnagar, Abubkarpur
Dhoomanganj, Allahabad-211011

Sub: Appointment as Asst. Professor

Sir,

With reference to your application the management of LDCITS is pleased to appoint you as Asst. Professor in the Department of Civil Engineering of the institute in the pay band of Rs.15,600 - 39,100 with appropriate Academic Grade Pay plus allowances as per Institute rules/Technical University/AICTE rules.

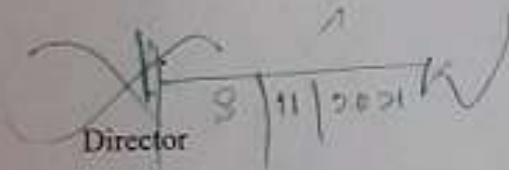
1. You will be a full time employee of the institute. In addition to taking Lecture/Tutorial /Practical classes as assigned to you, your job responsibility shall include:
 - a) Student's assessment & evaluation.
 - b) Assisting in R& D services.
 - c) Developing resource material and laboratory.
 - d) Organizing co-curricular and extracurricular activities.
 - e) Assisting in departmental / institute/hostel administration and
 - f) Any other work assigned by the Director/competent authority
 - g) All the relevant works in connection with imparting good quality technical education, maintain discipline in and around the campus, co ordinate with the AICTE, AKTU Govt. of U.P. and the Center, Admissions, Examinations, Placements & Training and all other relevant work required for smooth and progressive running and development of the institute.
- h) You will be required to do Ph.D. (if not already) as required in AICTE norms.
2. You will initially be on probation for a period of one year from the date of your Joining. The period of probation may be extended further. After satisfactory Completion of your probation, you will be informed writing.
3. You will have to abide by all the rules and regulations framed and decisions taken by the Management of the Institute /A.K.T. U. /AICTE/ State Govt. etc.
4. You are being appointed as full time employee of the institute; therefore you will not undertake any other assignment anywhere.
5. You are expected to maintain highest standards of decorum befitting the position held by you. In the event of any inappropriate behavior your services are liable to be terminated without any prior notice.

6. Your appointment can be terminated from either side by giving one month notice or one month pay in lieu thereof. However you may be required to work up to the end of the semester in the interest of the students. Your services are liable to be terminated for any mental /physical disability rendering you incapable of performing the duties assigned to you.
7. As a part of your duty and otherwise, you will come across many confidential matters. You will not divulge the same to any person, firm or institute or company in works or action without permission.

At the time of joining please bring all the originals of your documents for our verification along with attested photocopies of the same.


We look forward to your joining the institute and have a memorable and long lasting meaningful interaction with the institute.

Truly yours


Director

Acceptance of Offer

I hereby accord my acceptance to the offer and various terms and conditions specified therein.
I shall be joining the institute as Asst. Professor on ...08/11/2021...

Signature : 

Name : Ms. Ritu Kumari

Date : 08/11/2021