



# Shree Satya College of Higher Education

Falguni, Southpur Bagpat, Post Farhara, Delhi Road,  
Muzaffarnagar - 201 102 (U.P.) India. Mobile | 9811947114 + 9811948817

Ref No. : SH/CH/Asst/10001

Date : 06/12/2021

To,

Mr. Devraj Singh  
108 Kirti Park Farhara  
Post Farhara

## APPOINTMENT LETTER

Dear Mr. Devraj Singh,

With reference to your application for the post Assistant Professor, we are pleased to inform you that you have been appointed on the post of Assistant Professor at Shree Satya College Higher Education, Falguni, Southpur Bagpat, Distt. Muzaffarnagar on the salary as per P.T. New Delhi & Term Court.

You are required to join the College within 10 days from the date of issue of this letter.

The appointment is subject to general conditions of service applicable to the employees of the Institute in force and is amended from time to time which may come into force in future, in addition to the following conditions.

### Terms & Conditions :-

1. Initially you will be on probation period of 1 Year from the date of joining.
2. Your appointment is subject to verification of information/documents furnished by you.
3. After the successful completion of probation period and assessment of your performance by the Competent Authority, your appointment will be confirmed subject to compliance of the other terms and conditions.
4. You will be eligible to work in accordance with the basic rules of the Institution and working hours etc. will be applicable and acceptable to you.
5. It is further to be noted teaching duties you may be given any other assignments as proposed.
6. At the time of joining to the duty in this Institution you should bring the following original documents for verification :-
  - a. Copy of 10<sup>th</sup> Degree Certificate
  - b. Copy of 12<sup>th</sup> Degree/Diploma Certificate
  - c. Passing Order from the respective institution
  - d. Experience Certificate for all previous experiences
  - e. Copy of both your 10<sup>th</sup>/12<sup>th</sup> Mark sheet/certificate
  - f. Photo ID proof from any government authority (Passport/Driving License etc.)
  - g. Proof of residence (under G.O. of the respective authority for the purpose of this)
  - h. PAN Card
  - i. Recent passport size photographs - 2 copies
7. This appointment letter will be effective from the date of your joining.

Please sign and return one copy of this Appointment Letter as confirmation of your acceptance of the terms & conditions and arrange to join Shree Satya College Higher Education, Falguni, Southpur Bagpat, Distt. Muzaffarnagar on or before given date.

We are looking forward to welcome you to join in the Institution.

  
Principal

Copy to

Principal, SH/CH, Muzaffarnagar  
Personnel Section, SH/CH, Muzaffarnagar  
Personnel file of the candidate