

IIMT ENGINEERING COLLEGE

Approved by: AICTE, Ministry of HRD (Govt. Of India)
Affiliated to: U.P. Technical University, Lucknow, Nodel centre of AIMA

Dated: 16-8-2014

Ref. No.:

Mr. Amit Srivastava
S/o Shri M.L. Srivastava
56, Kailash Vihar,
Agra-282007

Dear Sir,

Sub: Appointment Letter

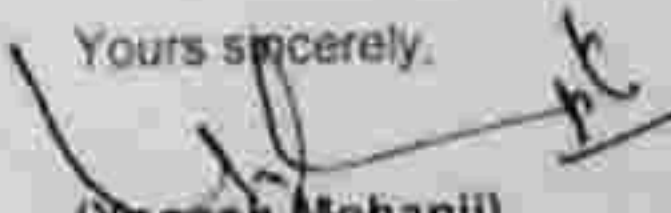
We are pleased to appoint you as a Lecturer on a temporary basis for one year on the following terms and conditions

- 1 You will be paid consolidated salary of Rs. 10,000/- per month.
- 2 Notwithstanding any of the clauses of this letter, the appointment can be terminated by Management by giving a notice of one month. However, the management reserves the right to waive off the notice period. That you shall not leave the job before one year and during session.
- 3 You will be governed by the standing General Service rules as amended from time to time and shall be bound by the administrative orders of the Institute in force from time to time.
- 4 In addition to your teaching job, you will undertake to participate in and perform such rightful duties that the Chairman / Director may assign from time to time, like arrangement of and participation in Seminars, conferences and other activities, administrative / executive functions etc. You will discharge your duties diligently and efficiently to the best of your ability.
- 5 You shall solely serve the institute and will not seek employment / deliver part-time lecturers anywhere else whether gainful or otherwise without express sanction of the management.
- 6 All copyrights, patents, papers published or discoveries / ideas developed by you during your employment shall vest with the Institute and you will be bound to execute all such documents as may be necessary to complete such vesting in favour of the Institute.
- 7 You shall maintain confidentiality of all knowledge gained during your employment and shall not divulge the same to any unauthorised person by word of mouth or otherwise, at any time.
- 8 You shall use every care in respect of Institutes property, goods or cash in your charge and shall render an account of the same when called upon to do so. You shall however not be responsible for losses that do not arise from wilful neglect of duty or default on your part.
- 9 If at any time in the opinion of the management, which is final in this matter, you are found guilty of dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission or any other conduct, considered by the management to be detrimental to the interest of the Institute, or by violation of any terms of this letter, your services are liable to be terminated forthwith, without notice or salary in lieu thereof.
- 10 Your appointment is based on the information given by you in your bio-data. If at anytime the information given is found to be incorrect or concealed, your services shall be terminated without notice or salary in lieu thereof.
- 11 If at any time you wish to discontinue the service you shall serve a notice of three months and continue to perform your duty with full sincerity and diligently during this period. If the notice is not served and you discontinue the job then security would be forfeited and you would be liable for the damages accrued to the students.
- 12 You will be required to deposit one month's salary with the office as partial security deposit.
- 13 If at any time you leave the college after resignation a/c's shall be finalized within 30 days after the submission of all clearances.

You are requested to return the enclosed duplicate copy of this letter of appointment duly signed in token of your acceptance.

Please note that notwithstanding, anything to the contrary, this contract will be treated as having been concluded at Meerut for all purposes.

Yours sincerely,


(Yogesh Mohanji)
Chairman

Declaration:

I agree to abide by the terms and conditions

H.O.: 17 Mall Road, Meerut Cantt

Ph. 0121-2642006, 2655850

Fax 0121-2649606, 2621006

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* Ph. 0121-2621006, 2450925

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