

# Shri Rajaram Shiksha Avam Vikas Trust

1711- Eachaval, Po- Rampur, Distt- Ghazipur (U.P.)  
Mob No-9616895222, 9819717157, Email Id: ukvy267@gmail.com

Date: 13/12/2022

To  
Vivek Kumar Singh  
S/o Mr. Ram Dahan Singh  
Bhairapur Charokhi Kherd  
Gorakhpur - 223009

## OFFER/ APPOINTMENT LETTER

Sir,  
With reference to your application and subsequent interview held on 13/12/22 the management committee is pleased to offer appointment you at the post of Lecturer in the R.S.S. College Of Nursing & Pharmacy, Chantivra, Sigarpur, Ghazipur (U.P.)-223221 in salary scale of 25,200-35,000 with an AGP of Rs 6000 in the following terms and conditions:-

1. The nature of your appointment is regular basis.
2. This appointment can be terminated on one-month notice from either side, or payment in lieu of that.
3. As a full time, employee, will not engage in any other profession outside the institute and you are required to abide by the rules and regulations of the institute and spirits as applicable and issued time to time. Other terms and conditions will be provided to you separately.
4. Your services are transferable to any other post in the institute as per the conditions of appointment.
5. In case of your being found guilty of any offence under the conditions of appointment including the code of conduct and discipline of the Institute, your service can be terminated forth with without any notice or compensation in the form of that whatsoever.
6. In addition to your regular duties you may be assigned other duties in the interest of college. You will also assist in admission of the students.
7. During the period of appointment the types of leave shall be as follows:-
  - a. Annual leave: one day per month.
  - b. Sick leave: 11 days per month.
  - c. Casual leave: one day per month.
  - d. Maternity leave: 12 weeks for first year of service or 12 weeks for subsequent years.
  - e. Earned leave: one day per month.
  - f. Unpaid leave: one day per month.
  - g. Study leave: one day per month.
  - h. Family emergency leave: one day per month.
  - i. Compassionate leave: 11 days per month.
  - j. Special leave: one day per month.
  - k. Other leave: one day per month.
8. You will be offered a one-month probationary period. During this period you will be paid the minimum salary. If you are found satisfactory you will be made on salary as per the conditions of appointment.
9. This offer is subject to the approval of the management committee and concerned approval.

  
Vivek Kumar Singh

  
Shri Rajaram Shiksha Avam Vikas Trust  
Rampur-Ghazipur  
223221

CC:10 (1) R.S.S. College Of Nursing & Pharmacy, Chantivra, Sigarpur, Ghazipur (U.P.)-223221  
(2) Office File