



J.S. ACADEMY

Principal (J. Pallav Puram) Mysore - 5, Mysore 760 110

No. 253/22/1-1

Date 13/07/2022

To
The
Governing Body
Mysore

Subject: Appointment Letter

Respected Sir,

With reference to your application and subsequent interview held on 1/07/2022 and in per the recommendations of selection committee, the undersigned is pleased to appoint you as a **Principal** in the Institute of J.S. (After Approval) on the following terms and conditions:-

- STATUS:** As Per SIC-11 Status.
- SERVICE:** You are being appointed as a full time employee of the Institute and there of will not undertake any other assignment with any other educational Institute or other kinds of organization either on honorary basis or otherwise without the written consent of the management of the Institute. Your service are on probation period for one year from the date of joining and can be terminated by either side by giving one month's notice or payment of one month salary in lieu thereof.
- RULES:** You will abide by all the rules and regulations of the Institute as may be enforced time to time and will report to the President of the Society.
- CONFIDENTIALITY:** You will treat all information/Affairs of Institute as a confidential and will not divulge to any person. Even at Institute or through any information that you may come across during the tenure of your service with the Institute and thereafter. You will treat all information/Affairs of Institute as a confidential and will not divulge to any person. Even at Institute or through any information that you may come across during the tenure of your service with the Institute and thereafter.
- HANDLING OVER OF CHARGE:** Upon completion of your tenure relationship for one reason and another, You will hand over to the President/Principal all papers and documents which may at time be in your possession relating to the affairs of the Institute and will not retain any of extracts there from.

Please sign on the duplicate copy of this letter signifying your acceptance of the terms & conditions mentioned above.

Satyajit
Secretary
J.S. ACADEMY
Pallav Puram, Mysore

Lalita
PRINCIPAL
J.S. ACADEMY
Pallav Puram, Mysore

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