



# RAMA INSTITUTE OF HIGHER EDUCATION

1 KM. Milestone, Najibabad Road Kiratpur – Bijnor (UP)

Ref. RIHE/2023/32

Date:- 08/05/2023

## Offer Letter

To

Mr. Sachin Kumar  
S/o. Kamli Singh, Thaku, Bijnor

Dear ... Sachin Kumar

1. This is to inform you that the RAMA INSTITUTE OF HIGHER EDUCATION is pleased to appoint you for the post of Lecturer; you shall be paid salary as per PCI norms.
2. You shall be entitled to the leaves as per the rules of the Institute.
3. The Management can terminate your services by giving one month notice or one month salary in lieu of notice.
4. If at any time you wish to discontinue the service, you shall serve one month notice or salary in lieu of notice.
5. The deduction from your salary towards the PF & Income tax will be made as per rules. You shall be abiding by the rules & regulation of the institute enforce from time to time in this regards.
6. You will report to and work as per the instructions of Management Authority. You will also abide all rules and regulations of the trust/Institute as approved by the Management from time to time. You will treat all important and secret information as confidential affairs of the Institute.
7. Your salary is as per PCI & BTE Norms.
8. Appointment will be enforced when concern regulatory body give the approval.

Best of Luck

Yours Sincerely

Managing Trustee  
Rama Educational Trust  
KIRATPUR (Bijnor)