

(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
(Accredited by NAAC & ISO 9001:2015 Certified Institution)

REF: INFO/EST/FACULTY/A.O./2018-19

Date: 20.06.2018

APPOINTMENT ORDER

Sub: Establishment – Appointment of Faculty in Engineering and Science & Humanities -
Issue of orders – reg.

Ref: Your application for teaching position

With reference to your application, the interview held on 18.06.2018, and the recommendations of the Staff Selection Committee, I am glad to inform you that you have been appointed as Assistant Professor in the Department of Computer Science and Engineering on a salary of Rs.14,000/- (Rupees Fourteen Thousand only) per month with effect from the date of joining.

You will be on probation for a period of 1 year with effect from the date of joining duty which may be extended further. You will be terminated from service without assigning any reason during the probation period if you are found not suitable for the appointment. You will continue to be on probation till you are confirmed by the Management. Your appointment will be regularized in accordance with the rules and regulations in force on satisfactory completion of the probation.

You are bound by the rules and regulations of the institute in vogue and as may be amended from time to time.

You will have to work under the supervision and guidance of the Principal and also perform such duties as may be assigned to you by the Chairman of the Institute.

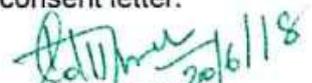
You are required to give your consent for joining duty at the earliest and you are requested to join on or before 27th June 2018

If you would like to leave the institution, the same may be intimated in writing to the Principal. No person will ordinarily be relieved during the period June to May of the academic year. Under extraordinary circumstances, one has to give three months notice or pay three months salary in lieu of notice, if relief is sought in the midst of the academic year. If you would like to leave at the end of the academic year, you have to give two months notice or pay one month salary in lieu of notice.

You have to produce the following documents in original at the time of joining duty:

1. All certificates for educational qualifications (SSLC, HSC, Degree/Diploma Certificates, Mark Sheets of Degree and Diplomas) along with certified copies of each.
2. Service Certificate, Last Pay drawn certificate and relieving order from the previous employer, if any.
3. Four copies of recent photograph (Two passport size & two stamp size).
4. Community Certificate issued by the competent authority.
5. A medical fitness certificate in the prescribed form from a Govt. Medical Officer not below the rank of D.M.O. before joining duty.

You shall have to report to the Principal on the day of joining duty as per your consent letter.


PRINCIPAL

To
Ms. Nandhini A
1/437, Pochampalli (Post) &(TK),
Krishnagiri (DT) 635 206