

# व्यावसायिक शिक्षा एवं अनुसंधान संस्थान Institute Of Professional Education And Research (TECHNICAL CAMPUS)

Approved by All India council for Technical Education (AICTE) New Delhi. & Affiliated to Barkatullah University, Bhopal

IPER / PG / 2015 / 5895

18<sup>th</sup> December 2015

To,

Dr. Trupti Dave  
MIG-9, MLA Quarters,  
Jawahar Chowk,  
Bhopal

## LETTER OF APPOINTMENT TO THE POST OF PROFESSOR

Dear Dr. Trupti Dave,

This is in reference to your application against vacancies advertised under college code 28 dated 15<sup>th</sup> May 2015 and subsequent interview held on 08<sup>th</sup> August 2015. The management of IPER is pleased to inform you about your selection under the same.

The following will be the other terms and conditions of your appointment as per the policy of the Institute.

### 1. SALARY ALLOWANCE AND OTHER BENEFITS

Your appointment will be in the scale of Rs. 37400 – 67000/- with applicable Grade Pay.

### 2. PROBATION

The period of probation will be one year from the date of joining.

### 3. NOTICE PERIOD

Your services are liable to be discontinued by giving 1 month notice before confirmation and 2 months notice after confirmation from either side with or without assigning any reason in specific. However you may get relieved by payment of salary for the period by which the notice falls short, in case the notice is not served in advance, by either side.

### 4. LEAVE

You will be allowed leaves as per the policy of the institute.

### 5. TRANSFER OF SERVICE:

You would be required to work, in any of the department of the Institute as required from time to time.

*Nasir*

*[Signature]*

6. RESTRICTION TO OUTSIDE EMPLOYMENT:-

You will be a full time employee of the Institute and will not engage yourself in any other business or work or employment whether part time or full time or will accept any remuneration or fee or honorarium without the prior permission from the Institute.

7. MISCELLANEOUS:-

The normal working hours of the office to which you are attached will apply. There may be occasions, however, when you will be required to work beyond these hours and even on holidays/week offs.

Your services are liable to be discontinued without any notice if any particulars furnished by you in your application form/interview are found to be false or incorrect.

You will observe and adhere to the rules and regulations of the office as may be applicable from time to time.

You are requested to join latest by **December 21<sup>st</sup>, 2015.**

Please indicate if you are suffering from any medical problem /disease / allergy / allergic to any drugs, to facilitate us in taking appropriate action in emergency.

You are required to submit the relieving letter of the previous employer within **7** days of your joining. In either case your services may be liable to be discontinued.

We hope that this will be beginning of a long and successful career with us.

Thanking You,

Yours faithfully,

For Institute of Professional Education & Research.

  
(NARENDRA KUMAR)  
Treasurer - CSS

  
(DR. A.S. KHALSA)  
Group Director