



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

March 9, 2016

Dr. B. S. Srikanta

No. 70, 12th Main, 9th Block,
Nagarbhavi 2nd Stage,
Bangalore - 560072

Dear Dr. B. S. Srikanta,

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Principal** in our Campus, situated in Kempapura, Hebbal, Bangalore - 560024. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than **25.04.2016**.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on a contract for a period of one year from the date of your joining.
- d. During this contract period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this contract period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. You have to serve the Institution for minimum one year period from the date of joining.
- i. At the end of this one year contract period the employment contract can be renewed for further terms based on mutual acceptance.

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10/04/16



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SINDHI COLLEGE

(Affiliated to Pre-University Board, Code No. AN - 216)

Sponsors : Sindh Seva Samiti

No. 33/2B, Hebbal Kempapura, Bangalore - 560 024, Tel: 23637543, 23637544; E-mail:sindhi_commerce@vsnl.net

APPOINTMENT ORDER

Date: 29.06.2005

To

Ms. Asha.N
55, 5th Cross SBM Colony,
Mathikere,
Bangalore-560 054.
Ph.No.: 23377665.

This is with reference to your interview with us on 25-06-2005 for the post of lecturer. We are pleased to inform that you have been appointed as a Commerce lecturer in this college with effect from 29-06-2005 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 7,000/- P.m.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine that authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

HON


SECRETARY



DATE: 15/6/95

APPOINTMENT ORDER

To,

Mr / Mrs./Miss Dr. K. Ramananda,

This is with reference to your interview with us for the post of

Kannada Lecturer

We are pleased to inform that you are appointed as a Part-time lecturer in the department of Kannada at this college effect from 15th June 1995 till the end of the academic year 1995-96.

You will be paid a consolidated salary of Rs. 1500/-
[Rupees One Thousand Five Hundred Only]
per month from the date of joining.

Please report to duty from 15th June 1995. In case you fail to join by the said date, your appointment order will be deemed to be cancelled.

Your services can be terminated on a months notice. A similar notice or compensation in lieu thereof will have to be given by you in case you quit the services.

At the time of joining you are requested to produce your original certificates and testimonials and one stamp size colour photograph as per the rules of the institution.

You should open an Savings Bank account in the Canara Bank, Madhavnagar Branch, on the day of your appointment.

You should abide by the rules and regulations of the Management of the Pre-University Board.

Please confirm immediately and sign on the duplicate copy as a token of your acceptance

Vg. Received.
K. Ramananda.
20.6.1995

for THE MANAGEMENT

[JAWAHAR S. NAGPAL]

JOINT SECRETARY,
SINDHI COLLEGE OF COMMERCE
10/7, Kumara Krupa Road,
BANGALORE-560 001



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SINDHI COLLEGE

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APPOINTMENT ORDER

Date:06-01-2006

To

Mr. Vaidyesh
Bangalore.

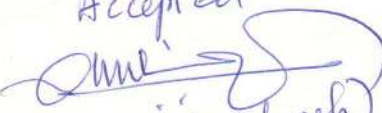
This is with reference to your interview with us on 04-01-2006 for the post of lecturer. We are pleased to inform that you have been appointed as a Commerce lecturer in this college with effect from 09-01-2006 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 9,000/- P.M.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine that authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation the services may be terminated due to non-satisfactory performance or due to non-compliance with rules and regulation of the college.

Please sign and return the copy of this letter as a token of your acceptance of the offer.


HON. SECRETARY

Accepted

(M.A. Vaidyesh)



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SINDHI COLLEGE

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APPOINTMENT ORDER

May 23, 2006

To

Ms. Roopa.H.B
Bangalore.

This is with reference to your interview with us on 05-05-2006 for the post of lecturer. We are pleased to inform that you have been appointed as a **Mathematics** lecturer in this college with effect from 15-06-06 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 7,000 /- P.M.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine that authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation the services may be terminated due to non-satisfactory performance or due to non-compliance with rules and regulation of the college.

Please sign and return the copy of this letter as a token of your acceptance of the offer. You are also required to meet the principal on 1st June 2006 to discuss your assignment and time table.

HON. SECRETARY

25/05/06



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APPOINTMENT ORDER

Date: 25th May '07

To,

Mr. Kariyanna. S.

Bangalore

This is with reference to your interview with us on 24th May '07 for the post of Lecturer. We are pleased to inform that you have been appointed as Kannada Lecturer in this college with effect from 1.6.2007 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 9,000 /- P.m. you will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.



HON. SECRETARY


Received
Date 28/5/07



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SINDHI COLLEGE

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APPOINTMENT ORDER

Date: 25/5/07

To,

Mr. Subrahmanya. N.R.

Bangalore

This is with reference to your interview with us on 24-05-2007 for the post of Lecturer. We are pleased to inform that you have been appointed as Sanskrit Lecturer in this college with effect from 1st Jun/07 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 9,000/- P.m. you will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.


HON. SECRETARY


28/5/07



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APPOINTMENT ORDER

Date: 10-06-2008

To,

Ms. Radika E.K

Bangalore

This is with reference to your interview with us on 09-06-2008 for the post of Lecturer. We are pleased to inform that you have been appointed as Computer Science Lecturer in this college with effect from 14-07-2008 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 11,000 /- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

HON. SECRETARY

Received One Copy.
E. K. Radh



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APPOINTMENT ORDER

Date: 9/10/09

To,

Ms. Sasikula

Bangalore

This is with reference to your interview with us on 9/10/09 for the post of Lecturer. We are pleased to inform that you have been appointed as Commerce Lecturer in this college with effect from 15/10/09 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 12,500/- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

Sasikula R

HON. SECRETARY

Received
Sasikula
16/10/09



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SINDHI COLLEGE

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APPOINTMENT ORDER

Date: 7/12/2011

To,

Mrs. Hemalatha R

Bangalore

This is with reference to your interview with us on 5/12/2011 for the post of Lecturer. We are pleased to inform that you have been appointed as Computer science Lecturer in this college with effect from 12/12/2011 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 13,000 /- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

Rakata R

HON. SECRETARY

Received.
Hemalatha R



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APPOINTMENT ORDER

Date: 25/6/2012

To,

Ms. Priya Hari

Bangalore

This is with reference to your interview with us on 20/6/12 for the post of Lecturer. We are pleased to inform that you have been appointed as Computer Science Lecturer in this college with effect from 25/6/12 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 17,000 /- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

Prakash R.

HON. SECRETARY

Reviewed
Priya



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APPOINTMENT ORDER

Date: 13/6/2012

To,

Mrs. RANJANA PILLAI

Bangalore

This is with reference to your interview with us on 06/06/2012 for the post of Lecturer. We are pleased to inform that you have been appointed as Hindi Lecturer in this college with effect from 2/7/12 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 18,000 /- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

Ranjana R.

HON. SECRETARY



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APPOINTMENT ORDER

Date: 07.01.2013

To,

Ms. K Padmavathy

Bangalore

This is with reference to your interview with us on **04.01.2013** for the post of Lecturer. We are pleased to inform that you have been appointed as **English Lecturer** in this college with effect from **12.01.2013** and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 28000/- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

HON. SECRETARY



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APPOINTMENT ORDER

Date: 10.06.2013

To,

Mrs. Grace J
Bangalore

This is with reference to your interview with us on **08.06.2013** for the post of Lecturer. We are pleased to inform that you have been appointed as **Commerce Lecturer** in this college with effect from **20.06.2013** and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 18.000/- P.m. You will be put on to the scale after successful completion of 1 year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

HON. SECRETARY



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SINDHI COLLEGE OF COMMERCE

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To,

Mr. Rahul K Kavishwar

Date: 18th August 2014

Subject: Appointment Order

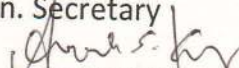
Dear Mr. Rahul K Kavishwar

This is with reference to your acceptance of the offer letter dated 18/8/2014 for the post of Associate Professor. We are pleased to inform that you have been appointed as an Associate Professor at Sindhi College of Commerce with immediate effect. You will be under probation for a period of One Year. Your CTC will be Rs. 6, 66,000/- per annum. You will be put under staff welfare scheme after successful completion of 1 year.

It is expected that you will put in your best efforts in the interest of the students and the institution. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the Principal from time to time.

A detailed list of your Roles and Responsibilities will be shared with you as soon as possible.

Hon. Secretary


Sri. Avinash S Kukreja


Received



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APPOINTMENT ORDER

Date: 13.06.2015

To

Ms. Jayashree Tambad
Bangalore

This is with reference to your interview with us on 13-06-2015 for the post of Assistant Professor in Commerce. We are pleased to inform that you have been appointed as **Assistant Professor in Commerce** in this college with effect from 22-06 | -2015 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 42,000/- per month. You will be put on to the scale after successful completion of one year of probation.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.

HON. SECRETARY

(Handwritten signature)

Received
(Handwritten initials)
22/6/2015



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APPOINTMENT ORDER

Date: 13.08.2015

To

Mrs. Nandini S
Bangalore

This is with reference to your interview with us on 10-08-2015 for the post of Commerce Lecturer. We are pleased to inform that you have been appointed as a **Commerce Lecturer** in this college with effect from 13-8-2015 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 25.000/- per month for contract basis in the academic year 2015-16. You will be put on to the scale after successful completion of UGC, NET or SLET.

It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.


HON. SECRETARY

Received
DM
13/8/2015



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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

June 01, 2016

Ms. Nagarathna K. B.

Dear Ms. Nagarathna K. B.,

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Lecturer** in the English Department. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 13.06.2016.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. Your working hours will be as per the prevailing rules of the Institution.
- h. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- i. At the end of this one year probation period the employment contract can be continued based on your performance.
- j. You will have to serve the Institution for a minimum period of one year.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.26,000/- per month (Rs. Twenty six thousand per month).
- b. The Basic salary and other allowances will be suitably fixed

Rakshita R

Nagarathna K. B.



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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

June 01, 2016

Mr. R. Chitty Babu

Dear Mr. R. Chitty Babu,

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Lecturer** in the Mathematics Department. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 15.06.2016.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. Your working hours will be as per the prevailing rules of the Institution.
- h. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- i. At the end of this one year probation period the employment contract can be continued based on your performance.
- j. You will have to serve the Institution for a minimum period of one year.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.35,000/- per month (Rs. Thirty five thousand per month).
- b. The Basic salary and other allowances will be suitably fixed

R. Chitty Babu

R. Chitty Babu



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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

June 01, 2016

Ms. Y. S. Kalaivani

Dear Ms. Y. S. Kalaivani,

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Lecturer** in the Computer Department. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 22.06.2016.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. Your working hours will be as per the prevailing rules of the Institution.
- h. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- i. At the end of this one year probation period the employment contract can be continued based on your performance.
- j. You will have to serve the Institution for a minimum period of one year.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.32,000/- per month (Rs. Thirty two thousand per month).
- b. The Basic salary and other allowances will be suitably fixed

Rakash R.

Y. S. Kalaivani



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

June 01, 2016

Ms. Rashmi B

Dear Ms. Rashmi B.,

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Lecturer** in the Electronics Department. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 01.07.2016.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. Your working hours will be as per the prevailing rules of the Institution.
- h. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- i. At the end of this one year probation period the employment contract can be continued based on your performance.
- j. You will have to serve the Institution for a minimum period of one year.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.23,500/- per month (Rs. Twenty three thousand five hundred per month).

Rashmi B.

Rashmi B.



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

APPOINTMENT ORDER

Date: 27.06.2016

To

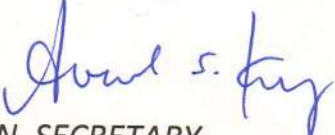
Mrs. Akilandeswari R
Bangalore

*This is with reference to your interview with us on 20-06-2016 for the post of Lecturer in Electronics. We are pleased to inform that you have been appointed as a **Lecturer in Electronics** in this college with effect from 27-6-2016 and your appointment will be initially for a period of one Semester till 20th October 2016. You will be paid a consolidated salary of Rs. 22,000/- per month for contract basis in the academic semester 2016-17. Afterwards depending on the availability of work load, your service may be continued on part time/full time basis.*

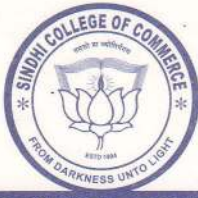
It is expected that you will put in your best efforts in the interest of students and the college. You are to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.


HON. SECRETARY

Received
Rdhd



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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

APPOINTMENT ORDER

Date: 18.07.2016

To

Dr. Girirajkumar
Bangalore

This is with reference to your interview with us on 16-07-2016 for the post of Hindi Lecturer, we are pleased to inform that you have been appointed as Lecturer in Hindi in this college with effect from 18-7-2016 and your appointment will be initially for a period of one year, which will also be the period of probation. You will be paid a consolidated salary of Rs. 31,000/- per month for contract basis in the academic year 2016-17.

It is expected that you will put in your best efforts in the interest of students and the college. You have to be regular in your duties and will not indulge in any activities that will undermine the authority of the management. You shall discharge all duties assigned by the principal from time to time.

During the period of probation either due to non-satisfactory performance or due to non-compliance with rules and regulation of the college, the services may be terminated either with one-month notice or with a month's salary in lieu there off.

Please sign and return the copy of this letter as a token of your acceptance of the offer.


HON. SECRETARY


Received
18/7/16



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

January 09, 2017

Mrs. Putul Dutta

A-104, Shriram Suhaana,
Suryavanshi Layout, Doddaballapur Road,
Yelahanka, Bengaluru -560064

Dear Mrs. Putul Dutta

We have pleasure in offering you in our **Sindhi College of Commerce** a position as **Lecturer** in the Mathematics Department. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 09.01.2017.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

Shankar Jay



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

18th March, 2017

Dr. K. Uma Maheswari

NO 475, 11th B Cross,
3rd Block, 4th Main, BEL Layout,
Vidyaranyapura, Bengaluru -560097

Dear Dr. K Uma Maheswari

We have pleasure in offering you in our **Sindhi College of Commerce** a position as an **Associate Professor** in Commerce and Management Department (PG). Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- Your date of appointment is with immediate effect from the date of joining not later than 18.03.2017.
- Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- You will be on probation for a period of one year from the date of your joining.
- During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- During this probation period this employment contract is terminable by the organization with or without any notice.
- You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- You will be on the Institutional scale with total emolument of Rs.42, 000/- per month (Rs. Forty two thousand per month)
- The Basic salary and other allowances will be suitably fixed



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

1st July, 2017

Mr. H S Raju

#18, 8th Cross, Shivanandanagara
Nagarbhavi Main Road,
Bengaluru -560072.

Dear Mr. H S Raju

We have pleasure in offering you in our **Sindhi College of Commerce** a position as an **Assistant Professor** in the department of Kannada. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- Your date of appointment is with immediate effect from the date of joining not later than 01.07.2017.
- Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- You will be on probation for a period of one year from the date of your joining.
- During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- During this probation period this employment contract is terminable by the organization with or without any notice.
- You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- You will be on the Institutional scale with total emolument of ~~Rs. 30,000/-~~ per month (Rs. ~~thirty~~ thousand per month)
- The Basic salary and other allowances will be suitably fixed

28,000/-

Twentyeight

Handwritten signature



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

6th July, 2017

Ms. Savitha N L

#1488, 2nd Road, Vigneshwara Nagara,
Sunkadakatte
Bengaluru -560091

Dear Ms. Savitha N L

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 13.07.2017.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.22, 000/- per month (Rs. Twenty two thousand per month).
- b. The Basic salary and other allowances will be suitably fixed



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SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Ref:

Date:

21st August, 2017

Ms. Prathima R

No 181, Shri Nilaya, 2nd Cross,
Papaiah Reddy Block, Manorayana Palya
R T Nagar Post, Bengaluru -560032.

Dear Ms. Prathima R

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce & Management. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 21.08.2017.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.27, 000/- per month (Rs. Twenty seven thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



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SINDHI COLLEGE
Permanently Affiliated to Bangalore University

Ref:

Date:

20th September, 2017**Ms. Bhavya M**

No 8/1, 'G' 8th Street,
Jogupalya, Halasur,
Bengaluru -560008

Dear Ms. Bhavya M

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce & Management. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 20.09.2017.
- b. Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.22, 000/- per month (Rs. Twenty two thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



KNOWLEDGE IS POWER

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SINDHI COLLEGE OF COMMERCE

Permanently Affiliated to Bangalore University

16th NOV2017

Mr. Kumar E

#6, Hegghanahalli,

1st Cross, 4th Main Road,

Sanjeevini Nagara, Bengaluru -560064

Dear Mr. Kumar E

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 10.07.2017.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.23, 500/- per month (Rs. Twenty three thousand five hundred per month).
- b. The Basic salary and other allowances will be suitably fixed



KNOWLEDGE IS POWER

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SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Ref:

Date:

23rd January, 2018

Mr. V Sri Hari

No 42, Sri Hari Nivas,
1st Main, 10th Cross, Maruthi Nagar
Yelahanka, Bengaluru -560064

Dear Mr. V Sri Hari

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 23.01.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.38,000/- per month (Rs. Thirty eight thousand per month).
- b. The Basic salary and other allowances will be suitably fixed



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SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Ref:

Date:

17th June 2018

Ms. Mamatha B V

Gudemaranahalli,
Soluru Hobli, Magadi Taluk
Ramanagara -562127 .

Dear Ms. Mamatha B V

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 18.06.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs. 26,000/- per month (Rs. Twenty six thousand per month)
- b. The Basic salary and other allowances will be suitably fixed

(Handwritten signature)



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SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Ref:

Date:

22nd June 2018

Ms. Ramyashree N

No 9

SLN Enclave, Nelagadasarahalli Circle
Karihobanahalli Main Road
Bengaluru - 560073

Dear Ms. Ramyashree N

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 22.06.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.20, 000/- per month (Rs. Twenty thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



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SINDHI COLLEGE
Permanently Affiliated to Bangalore University

Ref:

Date:

22nd June 2018

Mrs. Pragathi Prakash

32/A, 'Rajashri Nivas', Arehalli,
Opposite Maruthi Garments, Adj. AG's layout,
Bengaluru -560061

Dear Ms. Pragathi Prakash

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 23.07.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.33, 000/- per month (Rs. Thirty three thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



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SINDHI COLLEGE
Permanently Affiliated to Bangalore University

Ref:

Date:

22nd June 2018

Mrs. Sowmya G S

355, 9th Main, 7th Cross,
HMT Layout, 3rd Block,
Vidyaranyapura, Bengaluru -560097

Dear Mrs. Sowmya G S

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- Your date of appointment is with immediate effect from the date of joining not later than 23.07.2018.
- Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- You will be on probation for a period of one year from the date of your joining.
- During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- During this probation period this employment contract is terminable by the organization with or without any notice.
- You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- You will be on the Institutional scale with total emolument of Rs.44, 000/- per month (Rs. Forty four thousand per month)
- The Basic salary and other allowances will be suitably fixed

(Handwritten Signature)



KNOWLEDGE IS POWER

NAAC Accredited

ಸಿಂಧಿ ಮಹಾವಿದ್ಯಾಲಯ
SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Ref:

Date:

22nd June 2018

Mrs. Swetha Parivara Appaji

Flat No 111, Satwi Clarinet, Opp to Sunshine School
Horamavu – Kalkere Main Road,
Bengaluru -560043

Dear Mrs. Swetha Parivara Appaji

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 23.07.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bangalore – 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs. 53,500/- per month (Rs. Fifty three thousand five hundred per month)
- b. The Basic salary and other allowances will be suitably fixed

Shankar S. Kary



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SINDHI COLLEGE
Permanently Affiliated to Bangalore University

Ref:

Date:

2nd November 2018

Mrs. Shiny Wesley

#277, 16th Cross, Opposite Kenneth,
George School, Hebbal,
Bengaluru-560024

Dear Mrs. Shiny Wesley

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 02.11.2018.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bengaluru - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs. 27,000/- per month (Rs. Twenty seven thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



KNOWLEDGE IS POWER

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SINDHI COLLEGE

(Permanently Affiliated to Bengaluru Central University)
Recognised by UGC under 2(f) &12(B)

NAAC Accredited
ISO9001:2015 Certified Institution

Ref:

Date:

24th January 2019

Ms. Kirthana H

No 10, 2nd Main Road
Brindavan Nagara, Mathikere
Bengaluru - 560054

Dear Ms. Kirthana H

We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of Commerce. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- a. Your date of appointment is with immediate effect from the date of joining not later than 24.01.2019.
- b. Your place of work will be at Sindhi College, Kempapura, Hebbal, Bengaluru - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- c. You will be on probation for a period of one year from the date of your joining.
- d. During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- e. During this probation period this employment contract is terminable by the organization with or without any notice.
- f. You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- g. You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- h. At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- a. You will be on the Institutional scale with total emolument of Rs.26, 000/- per month (Rs. Twenty Six thousand per month)
- b. The Basic salary and other allowances will be suitably fixed



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(Permanently Affiliated to Bengaluru Central University)
Recognised by UGC under 2(f) & 12(B)

Ref:

Date:

3. Responsibilities

- In view of your position and office, you must effectively, diligently and to the best of your ability perform all the tasks assigned to you and ensure results.
- You shall ensure that you will comply with all the policies of the organization. Consequently, you are required to understand the scope and the intent of the policies and comply with the same. You shall also ensure to update yourself with the change or update in policies, which the organization may affect from time to time and comply with the same.
- It also becomes your responsibility to bring to the notice of the management, any such violations to the policies, committed by any member in the organization.
- You may have to undertake travel for organizational work.

4. Leave

- You shall be eligible to such leave as is admissible under the leave policy of the organization from time to time.
- Leaves without prior notice are not acceptable & if taken there will be loss of pay; it is exempted only in case of certain emergencies. The exemptions for this clause will be decided by the Management of the organization.
- Punctuality should be exercised about the working hours, failing which will result in loss of leave and pay.

5. Conflict of interest

- You are required to engage yourself exclusively in the works assigned by the organization and shall not take up any other part time or full time employment with any other organization
- You shall not engage in any activity directly or indirectly that will affect the interests of the organization directly or indirectly.

6. Confidentiality

- As a member of the organization, you may gain access to such information that may be considered "confidential" by the organization. Therefore, you shall not divulge any confidential information to anyone outside the organization or to anyone inside who is not entitled to such information.

7. General

- We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable for removal from service without notice. Please note that you are required to inform us if there are any agreements, oral or written,



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Ref:

Date:

which you have entered into and which relate to your commitments under this agreement.

- b. You are required to submit all the photo copies of your qualification documents, relieving documents and salary slips of last three months along with the originals for verification, on the date of joining. The organization will retain one of the original certificates till the end of your service tenure as per the organization's policy.

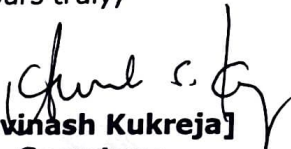
8. On Separation

- a. On acceptance of separation notice, you shall ensure to handover all the materials of the organization in your possession that includes presentation materials, data, literature, drawings, audio visual equipment, documents and all other things belonging to the organization. You shall not make or retain any copies of these items.
- b. Organization will not provide experience certificate, salary certificate, relieving letter to those employees who are either terminated or who have not served the required notice period or who have not completed the minimum service tenure as per the organization's policy.

Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

We look forward to your contribution towards the growth of our organization and your successful career with us.

Yours truly,


[Avinash Kukreja]
Secretary

I agree to accept employment on the terms and conditions mentioned in the above letter:

Received Order Copy

Name: Ms. Kirthana H
Place: Bangalore

Signature: 
Date: 24.01.2019

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SINDHI COLLEGE
Permanently Affiliated to Bangalore University

Ref:

Date:

28th January, 2019

Ms. Nalini Purushothama

"VENKATADRI" No 27 (Old No34),
1st Cross, 'A' Street, N K Palya
Shivajinagar, Bengaluru -560051.

Dear Ms. Nalini Purushothama

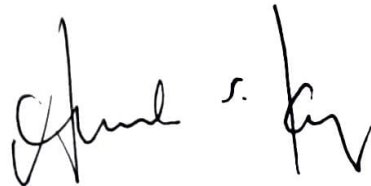
We have pleasure in offering you in our **Sindhi College** a position as an **Assistant Professor** in the department of English. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the organization from time to time.

1. Appointment

- Your date of appointment is with immediate effect from the date of joining not later than 28.01.2019.
- Your place of work will be at Sindhi College of Commerce, Kempapura, Hebbal, Bangalore - 560024. However, in future you may be transferred to any other unit of the organization as per the organizational need.
- You will be on probation for a period of one year from the date of your joining.
- During this probation period this employment contract is terminable by you giving one months' notice. The organization reserves the right to recover the salary in lieu of the notice period.
- During this probation period this employment contract is terminable by the organization with or without any notice.
- You will be governed by the present terms and conditions of service of the organization and as and when changes are made in future.
- You will report to the person as decided by the Management of the organization. In case of any change in future reporting structure, the Management will communicate the same to you and you need to comply with the same.
- At the end of this one year probation period the employment contract can be continued based on your performance.

2. Compensation

- You will be on the Institutional scale with total emolument of Rs.25, 000/- per month (Rs. Twenty Five thousand per month)
- The Basic salary and other allowances will be suitably fixed





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SINDHI COLLEGE

Permanently Affiliated to Bangalore University

Date: _____

Ref: _____

3. Responsibilities

- In view of your position and office, you must effectively, diligently and to the best of your ability perform all the tasks assigned to you and ensure results.
- You shall ensure that you will comply with all the policies of the organization. Consequently, you are required to understand the scope and the intent of the policies and comply with the same. You shall also ensure to update yourself with the change or update in policies, which the organization may affect from time to time and comply with the same.
- It also becomes your responsibility to bring to the notice of the management, any such violations to the policies, committed by any member in the organization.
- You may have to undertake travel for organizational work.

4. Leave

- You shall be eligible to such leave as is admissible under the leave policy of the organization from time to time.
- Leaves without prior notice are not acceptable & if taken there will be loss of pay; it is exempted only in case of certain emergencies. The exemptions for this clause will be decided by the Management of the organization.
- Punctuality should be exercised about the working hours, failing which will result in loss of leave and pay.

5. Conflict of interest

- You are required to engage yourself exclusively in the works assigned by the organization and shall not take up any other part time or full time employment with any other organization
- You shall not engage in any activity directly or indirectly that will affect the interests of the organization directly or indirectly.

6. Confidentiality

- As a member of the organization, you may gain access to such information that may be considered "confidential" by the organization. Therefore, you shall not divulge any confidential information to anyone outside the organization or to anyone inside who is not entitled to such information.

7. General

- We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable for removal from service without notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which relate to your commitments under this agreement.

(Handwritten Signature)



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SINDHI COLLEGE

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Date:

Ref:

- b. You are required to submit all the photo copies of your qualification documents, relieving documents and salary slips of last three months along with the originals for verification, on the date of joining. The organization will retain one of the original certificates till the end of your service tenure as per the organization's policy.

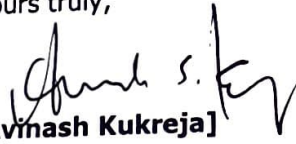
8. On Separation

- a. On acceptance of separation notice, you shall ensure to handover all the materials of the organization in your possession that includes presentation materials, data, literature, drawings, audio visual equipment, documents and all other things belonging to the organization. You shall not make or retain any copies of these items.
- b. Organization will not provide experience certificate, salary certificate, relieving letter to those employees who are either terminated or who have not served the required notice period or who have not completed the minimum service tenure as per the organization's policy.

Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

We look forward to your contribution towards the growth of our organization and your successful career with us.

Yours truly,


[Avinash Kukreja]
Secretary

I agree to accept employment on the terms and conditions mentioned in the above letter:

Name: Ms. Nalini Purushothama
 Place: Bangalore

Signature: 
 Date: 28.01.2019