



ST. XAVIER'S COLLEGE
MAHUADANR

Dist. Latehar
Jharkhand 822119
Phone: 06569- 252205

SXCM/FAC/057/2011
July 23, 2011

Ms. Vibha Kujur
Vill. + PO Banskarcha,
Dist. Latehar
JHARKHAND 822119
Ph: 7739788654

Dear Ms. Kujur

Sub: Appointment as Assistant Professor in the Department of Hindi on Post No. 02 of the Department w.e.f. August 01, 2011.

This is to inform you that the Faculty Selection Committee constituted by the college, has selected you for the post of Assistant Professor in the Department of Hindi of St. Xavier's College, Mahuadanr. We are thankful to you for your consent to join the Department. Following the decision of the Selection Committee and on behalf of the Governing Body of St. Xavier's College, Mahuadanr, I appoint you as Assistant Professor in the Department of Hindi of the college on Post No. 02 of the Department with effect from August 01, 2011 subject to the approval of the Governing Body and on the following terms and conditions.

1. You will be on probation for a minimum period of one year from the date of your joining the college.
2. Your appointment will be on a temporary basis till it is regularized by the Governing Body of the College.
3. The scale and emoluments offered by the college are as follows:-

Basic salary (in Rs.)	15600.00
D.A. 10%	1560.00
House Rent	900.00
Additional: Grade Pay	3000.00
Total	21060.00
Plus P.F. 12% to the limit	780.00

4. Your continuation on the post will depend on the satisfactory performance of your duties and roles as a Faculty Member of the College.
5. As you are serving a student population of rural area, you may be required to take additional responsibilities in the college for the growth and development of the students.
6. You will have to abide by the rules and regulations of the college to be framed time to time by the Governing Body in consultation with Nilamber Pitamber University, Medininagar.



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7. You are entitled to holidays of the vacational category of Nilamber Pitamber University as adapted by St. Xavier's College, Mahuadanr to its academic and administrative situations.
8. You are entitled to Casual Leave as per the statutes of the University.
9. While in service in the college, you are expected to abide by all the rules and regulations as well as the service conditions of the college.
10. During your service at the college, either party is at liberty to terminate the contract by giving one month's notice in advance or forfeiting the pay in place of the notice period.
11. If you agree to the terms and conditions mentioned above, please sign a copy of this letter and return it to the Principal prior to joining.
12. We look forward to having you with us for a long period of service and hope that your service period will be a time of satisfaction to you and the college.

With warm regards

Yours Sincerely

Fr. G. D'Souza, S.J.

**Principal
St. Xavier's College
Mahuadanr
District Latehar**

*Accepted
from Vibha Kujur
Date - 28/07/011*