

Ref.No.: \_\_\_\_\_

Date : 01/06/2022

To,

Mr:- Mohit Gupta

Bhiwandi

## Sub: Appointment Letter

With reference to your application and subsequent interview, we have the pleasure to appoint you as the **Special Educator** with the pay scale of **Rs.15000/-CTC** per month on the following terms and conditions:

### Terms and Conditions : APPOINTMENT

A. That your above mentioned appointment will be with effect from the date of your joining, which should not be later than 01/06/2022.

B. That your appointment will be on probation basis for a period of one year from the date of your joining the institution.

C. That the period of probation may be extended for a further period not exceeding one year. Hence, the total probationary period shall in no case exceed two years from the date of your joining the institution.

D. After satisfactory performance and on the completion of the probation period, your services shall be confirmed in written by the Management, with effect from the expiry of the said period of probation or the extended period of probation.

E. Your place of posting will be at present at **TAPOVAN VIDHYALAY- Bhiwandi** and you may be transferred to the other institution established or may be established in future by the Society Management, subject to the conditions that your then present remuneration shall not be adversely affected.

### SALARY

Your monthly salary as per the pay scale include all the allowances and benefits on your part and as well as on School's part will include statutory liabilities on the part of the School due to your employment. Also for any Tax liability on your remuneration, you will be responsible.

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## **DUTIES AND RESPONSIBILITIES**

A. You will have the responsibility for efficient, satisfactory and economical discharge of duties that may be assigned to you as an employee of the School from time to time by the School Management.

B. Institutional employees are whole time employees and may not undertake any other business, work, or public office on payment or otherwise except with the written permission of the School Management

## **SECRECY**

You will apply your self honestly, diligently and efficiently under the orders and instructions of the School Management. You will not divulge to any unauthorized person, nor use for any purpose other than the School's work during the period of employment with us or there after any information concerning School operations, plans, know how, etc that you may come to know as an employee of the School.

## **GENERAL RULES**

A. You will confirm to all the rules and regulations applicable in the School for your class of employees and shall carry out all such orders and directions as you shall from time to time, receive from the school management.

B. In all the matters including those not specifically covered by this appointment letter, you shall be governed by such rules and regulations as may be applicable to the employees of your category in the School.

C. That you shall not apply or appear for interview etc for any job out side the School without the prior written permission of the authorized officer of the School.

## **TERMINATION OF SERVICE**

A. The School management may terminate your services by giving one month's notice in writing in case you are on probation, or, three months notice in writing in case you are in the category of confirmed employment of the School without assigning any reason or, by, paying a sum equal to yours one month's your then drawing salary in case you are on probation, or, by paying an amount equal to your three months then drawing salary in case you are in confirmed employment of the School in lieu of notice period.

B. That in case you wants to relinquish you employment with the School, you shall be required to submit one months notice in writing in case you are on probation or three months notice in writing in case you are in confirmed employment category with the School without assigning any reason or by paying an amount equal to one months your then drawing salary in case you are on probation or by paying an amount equal to three months your then drawing salary in lieu of notice period.

### **ALTERATIONS**

The above terms may be modified by the management of the School from time to time, informing you in writing and such variations shall be binding on you subject to the conditions that your remuneration is not adversely affected.

### **VERIFICATION**

This appointment, is based on the information supplied by you with your application and subsequently on your joining on demand by the School and will be null and void if any material error in the School Management's opinion is found at any point of time.

### **ACCEPTANCE**

Please return duplicate copy of this letter duly signed as token of your acceptance of the terms and conditions mentioned in this appointment letter failing which the offer contained in this letter will automatically expire.

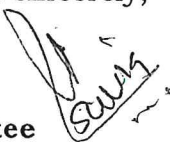
### **JURISDICTION**

Any dispute arising out of the employment in respect of any matters shall be subject to the jurisdiction of a competent court at **BHIWANDI**.

We are pleased to offer you a career as above and ask you to confirm your acceptance of the same by signing the duplicate copy of this letter.

Thanking you,

Yours sincerely,

  
**Trustee**

Acceptance of the employee follows

### **ACCEPTANCE**

I have read and understood the terms and conditions of my appointment, as mentioned at page No.01 to 03 above and I accept the same. I agree to join my services with effect from 01/06/2022.

**Signature**

**Name**

  
Mohit Gupta

# University of Mumbai

## मुंबई विद्यापीठ

We,

the Chancellor, the Vice Chancellor

and

Members of the Management Council

confer the Degree of

**BACHELOR OF EDUCATION (SPECIAL EDUCATION)**

(Learning Disability)

on

**GUPTA MOHIT RAMPRASAD KIRAN**

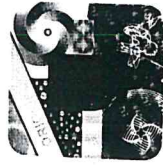
of Chembur Colony Yuvak Mandal's Hashu Advani College of Special Education

with a Cumulative Grade Performance Index of 7.20 out of 10.00

for the examination held in OCTOBER 2020

at the Convocation

held on 1st February, 2021.



20-BEDLDC-200-0479-03065707

आम्ही,

कुलपती, कुलगुरू  
आणि

व्यवस्थापन परिषदेचे सदस्य  
शिक्षणशास्त्र स्नातक (विशेष शिक्षण)

(अध्ययन अक्षमता)

ही पदवी

गुप्ता मोहित रामप्रसाद किरण

चेंबुर कॉलनी युवक मंडळाचे हशु अडवाणी विशेष शिक्षण महाविद्यालय

यांना

संचयी श्रेणी संपादित निर्देशांक १०.०० पैकी ७.२०

ऑक्टोबर २०२० मधील परीक्षेत

उत्तीर्ण झाल्याबद्दल

१ फेब्रुवारी, २०२१ च्या

दीक्षान्त समारंभात प्रदान करित आहोत.



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Prof. Suhas Pednekar | प्रा. सुहास पेडणेकर

Vice Chancellor | कुलगुरू