



Swami Keshvanand Institute of Technology, Management & Gramothan

Approved by AICTE, Ministry of HRD, Government of India and
Affiliated to Rajasthan Technical University, Kota

SKIT/2014/2109-A

Date: 25-11-2014

To

Mr. Satya N. Vijayvergiya
5/4, Vidhyadhar Nagar,
Jaipur-302 012 (Rajasthan)
Mobile : +91 9351547415
Email : satyanvijay@yahoo.co.in

Subject : Appointment Letter

Dear Sir,

We are pleased to offer you the post of **Dean (Research & Development)** in the Institute on the following terms & conditions:-

1. The appointment is on a fixed salary of ₹. 1.00 lakh per month.
2. The appointment is initially for the session 2014-2015 which can be extended on mutual agreement.
3. That if you wish to resign during the contract period, you will have to give one month's notice or surrender one month's salary in lieu of the notice.
4. That at the time of joining, please submit the following documents;
 - Self attested copies of certificates in support of your date of birth, qualifications and experience, Address Proof, Pan Card.
 - Two passport size photographs.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately.

We welcome you to the Institute and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes,

For : Swami Keshvanand Institute of Technology,
Management & Gramothan,


(Rachna Meel)
Registrar

I accept this appointment on the terms and conditions mentioned therein.


Signature

Swami Keshvanand Institute of Technology, Management & Gramothan

Ramnagar (Jagatpura) Jaipur-302017

JOINING REPORT

I, S.N. VIJAYVERGIYA S/D/W/O Shri R.N. VIJAYVERGIYA
am joining my duties as DEAN (R&D) (Post)
at SKIT, Jaipur in the fore noon / after noon of 25/11-2014.

25-11-14
Date : JAIPUR

Place : _____

S.N. Vijayvergiya
(Signature with name)
(S.N. VIJAYVERGIYA)

S.N. Vijayvergiya
(Sign. of HOD)

S. L. Surana
{Sign. of Principal/Director (Acad.)}

Date: 24-11-2015

Office Order

On completion of satisfactory services for the duration of one year probation period from the date of joining the Institute, the appointment of Mr./Ms. **Satya Narayan Vijayvergiya** of Electronics & Communication Engg department is hereby confirmed on 24-11-2015.



(Dr. Ramesh Kumar Pachar)
Principal

Copy to:

Director

Registrar

Accounts Office

Person Concerned

Personal File