Swami Keshvanand Institute
of Technology, Management & Gramothan
**Approved by AICTE, Ministry of HRD, Government of India and
Affiliated to University of Rajasthan, Jaipur**

No. SKIT/2004-2005/ 4649   Date: 14/08/2004

To,

Mr. Anil Chaudhary
2/16, Malviya Nagar,
Jaipur-17
0141-2522178

Sub : Appointment order.

Dear Sir/Madam,

    We are pleased to offer you the post of Reader in the Department of Computer Science and Engineering/Information Technology in the Engineering College on the following terms & conditions.

1. The appointment is on a basic pay of Rs. 12,420/- in the AICTE pay scale of Rs. 12,000-420-18,300/- Dearness Allowance @ 38% of the basic pay will also be admissible.

2. The appointment is for the on going session and the next academic session 2005-2006.

3. That if you wish to resign during this period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

4. As per AICTE norms you are required to obtained Ph.D. degree in Computer Science & Engineering/Information Technology within a period of five years which can be extended on your request for a maximum period of two years subject to satisfactory progress. For this purpose you may not be granted any kind of leave.

5. That your appointment is strictly on the basis of undertaking given by you.

6. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.

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7. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.

8. That at the time of joining, you will be required to produce;

➤ Attested copies of certificates in support of your date of birth.

➤ Qualifications and experience.

➤ Two passport size photographs

➤ Two Reference letters from persons of repute.

➤ The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are advised to join duties on August 14, 2004.

With best wishes.

Yours faithfully,
**Swami Keshvanand Institute of Technology,
Management & Gramothan,**

**(K. R. Bagaria)
Director**
I accept this appointment on the terms and conditions mentioned therein.

Signature

Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagaria (Jagatpura) Jaipur-302017

Date 14/08/2004

JOINING REPORT

I, _Anil Chaudhary_ S/ D/ W of Shri _Bharat Singh._
am joining my duties as _Reader (IT)_ (Post) at SKIT,
Jaipur in the forenoon/ afternoon of 14/08/2004.

Signature with name

Place: _Jaipur_

Date: 13 / 08 / 2005

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. **Anil Chaudhary** of Computer Science and Engineering/ Information Technology department is hereby confirmed on 13-8-2005.

S. L. Surana
(Dr. S. L. Surana)
Principal

Copy to:
Director
Accounts Office
Person Concerned
Personal File