



असतो मा सद्गमय

Swami Keshvanand Institute of Technology, Management & Gramothan

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

SKIT/2017/ 05

Date: 03.07.2017

To

Prof. (Dr.) N. C. Bhandari
Plot No. 117, Moji Colony,
Malviya Nagar, Jaipur-302017
Mobile: +91 9414187164

Subject: Appointment Letter

Dear Sir,

We are pleased to offer you the post of a **Professor** in the department of **Mechanical Engineering** on probation in the Institute on the following terms & conditions:

1. The appointment is on a fixed salary Rs. 80,000/- (Rs. Eighty Thousand Only) per month.
2. The appointment is initially for a period of one year from the date of joining which can be extended provided your services are found satisfactory.
3. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.
4. That your appointment is strictly on the basis of undertaking given by you.
5. That you will not divulge any information or knowledge gained by you in the service of the Institute, which may prove detrimental to the interest of the Institute.
6. That in all other matters not mentioned herein you would be governed by the rules and regulations of the Institute in force from time to time.
7. That at the time of joining, you will be required to produce;
 - Self attested copies of certificate/mark-sheet(s) in support of your date of birth, educational qualification, experience(s), proof of address, PAN card, Aadhaar card.
 - Two passport size recent photographs.
 - Two reference letters from persons of repute.
 - The relieving letter from your present employer, if any.

Please sign and return the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

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!

Yours Sincerely,


(Rachna Meel)
Registrar

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


3-7-2017
Signature



**SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY,
MANAGEMENT & GRAMOTHAN**

RAMNAGARIA (JAGATPURA) JAIPUR-302017 (RAJASTHAN)

JOINING REPORT

I, **Prof. (Dr.) N. C. Bhandari S/o Shri Niranjana Chand Bhandari** am joining my duties as **Professor** in the Department Mechanical Engineering at SKIT, M&G, Jaipur in the forenoon of 03-07-2017.

(Prof. (Dr.) N. C. Bhandari)

Date: 03-07-2017

Place: JAIPUR

(Signature of HOD)

(Signature of Director Academics/Principal)

Date: 2-7-2018

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. **Naresh Chand Bhandari** of Mechanical Engineering department is hereby confirmed on 2-7-2018.



(Dr. Ramesh Kumar Pachar)
Principal

Copy to:

Director

Registrar

Accounts Office

Person Concerned

Personal File