NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119

No. Gen-1/3872/1273 Dated:31.03.2023

To

Sh. Munish Sharma
S/o Sh. Suminder Shastri
H.No.968/12, Lane No.-4, Kalyan Nagar,
Kurukshetra – 136119 (Haryana)

Subject: Offer of appointment of Training & Placement Officer on contract basis in the Institute.

Sir,

With reference to your application for the post of Training & Placement Officer in response to advertisement No.08/2023 of the Institute followed by interview, I am happy to inform you that the competent authority of the Institute has approved your appointment on the post of Training & Placement Officer on contract basis on the following terms & conditions:

1. Your engagement is purely on contract basis initially for a period of one year from the date of joining or till further orders. During this period you will be paid consolidated remuneration of Rs.77,418/- per month.
2. The engagement is subject to your being found physically fit and sound in health for the services in the Institute.
3. You will perform your duty 6 days in a week with compensatory leave in lieu of working on Sunday(s) and Gazetted holidays.
4. You will be granted one day's leave on completion of one month's contractual service.
5. Yours services are liable to be terminated without assigning any reason on one month notice in writing or on payment of one month salary in lieu thereof.
6. That your contractual engagement shall stand terminated on the last day of work of the contract and on this date, after completion of the work, you will automatically, stand relieved.
7. You will have to carry out other official works also in addition to your own work as per requirement of the Office, assigned by the officers concerned.
8. Depending upon the availability, you may be provided Institute accommodation and in case of non-availability you will have to make your own arrangement for the accommodation.
9. You will have to execute a specific contract on Non-Judicial stamp paper of Rs. 10/- duly certified by the Notary Public (specimen copy enclosed) in respect of your contractual engagement.

If this offer of appointment is acceptable to you on the above terms and conditions, you are required to report for duty on or before **17.04.2023** otherwise this offer will automatically stand cancelled.

Yours faithfully,

31/03/23

Registrar Incharge

Copy to: -

1. Dean (Industry & International Relations).
2. Faculty-in-Charge (Accounts).
3. Prof.-in-Charge (Estate & Construction).
4. Sr. Medical Officer.