ICFAI National College (HQ)
Astral Heights, 4th Floor, #6-2-352/2&3, Road No 1, Banjara Hills, Hyderabad - 34
Phone: 040 23430478-400, Fax: 040-23430477
Email: inchq@icfai.org

30th July, 2004

Ms.Jasbeen Chawla
"Deep-Cottage"
Rangapur Road
No.2, Kota Junction
Rajasthan – 324 002
Phone No. 0744 – 2460372

Dear Ms.Jasbeen Chawla

Sub: - Letter of Offer

This has reference to your application and subsequent interview you had with us. We are pleased to inform that you have been selected and the terms of offer are as follows:

- Your designation would be Faculty Member
- You would be paid honorarium of Rs.10,000/- per month.
- Presently you will be positioned at ICFAI National College, 148, Gumanpura Kaka Complex, Kota, Rajasthan
- You will be reporting to the Principal – INC Kota
- You will have to report for duty latest by 7th August, 2004

You may please affix your signature on the second copy of this offer letter as a token of your acceptance and return the same to us immediately. On the date of joining, you are requested to submit copies of the following documents pertaining to :

- Educational qualifications.
- Professional qualifications.
- Date of birth.
- Work experience, if any

A formal letter of appointment will be issued in due course after you join our employment. This letter of offer will automatically stand cancelled if it is found that you have withheld, misrepresented or given incomplete information.

We welcome you to our organization and look forward to mutually beneficial association.

With best wishes.

R Prasad
Dean - INC

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