OFFICE OF THE REGISTRAR

Ref. No.: NIMSUR/HR/2024/782 **Date: 21/09/2024**

Mr. Nitin Sharma
R/o Ward No. 4, Hariyana Mohalla,
Nadbai, Bhartput, Rajasthan, 321602
Email: - nitinsharma12884@gmail.com

Subject: Appointment to the post of Lab Technician in the Department of Computer Science & Engineering, Nims Institute of Engineering & Technology, Nims University Rajasthan, Jaipur.

Dear Mr. Nitin Sharma,

1. On the basis of recommendations made by the Selection Committee, we are pleased to appoint you to the post of **Lab Technician in the Department of Computer Science & Engineering, Nims Institute of Engineering & Technology,** Nims University Rajasthan, Jaipur.

2. You will be given the salary of **Rs. 25,000/-** per month. The payment will be subject to the income tax and other statutory compliances as per applicable rules of the University/ Institute.

3. You will be on probation for a period of one year from the date of your joining the university. On successful completion of your probation period; your services may be confirmed against the above position as per the Service Rules of University. Your appointment will be liable to be terminated at three months' notice or payment of pay in lieu thereof.

4. You will be governed by the General Conduct, Discipline and Appeal Rules & Regulations and Administrative Orders issued by the University, from time to time.

5. Under no circumstances, your resignation / leaving the College / University will be considered without receiving 3 months' working notice and this 3months period will be counted from the date of the receipt of your notice in the office of the Registrar.

6. You are required to bring all your original certificates including last drawn salary slip, experience certificates, 4 Passport size photographs and 2 family photographs, for verification, and present yourself for pre-employment medical check-up in National Institute of Medical Sciences (NIMS), Jaipur on the date of joining at 10.00 a.m.

7. You have to join your duties within one week of receiving this letter of appointment.

8. You are also required to return duplicate copy of this letter duly signed as a token of acceptance of this offer, on receipt of this letter.

Registrar

c.c.: HR Department

Accounts Officer for necessary action