Indian Institute of Technology Mandi
Kamand, Himachal Pradesh - 175075

भारतीय प्रौद्योगिकी संस्थान मण्डी
कमांद, हिमाचल प्रदेश - 175075

By Speed Post/Email

No. IITMandi/Lib/LT/25/Offer-1/42

Dated: 30/07/2025

To
Mr. Sachin,
Gadyara PO-Tikroo
Mandi, (H.P.)-175032

Subject :OFFER FOR THE POST OF *LIBRARY TRAINEE* (PURELY TEMPORARY FOR ONE YEAR) AT IIT MANDI.

Dear Mr. Sachin ,

On the basis of the recommendations of the Selection Committee, your appointment for the post of Library Trainee (Purely temporary basis) at this Institute for one year has been approved by the Competent Authority. It is my privilege to send this letter of offer which will be subject to the following terms and conditions:

1. **Post**: The post is on a contract basis for one year and is purely temporary under Central Library. This appointment does not entitle you to any permanent post at IIT Mandi.
2. **Duration of Training:** One year.
3. **Pay and Allowances**: Your total emoluments would be Rs. 22,000/- per month.
4. **Leave**: You will be entitled to avail one day of leave per month.
5. **Termination of Service**: During the period of the contract, your services are liable to termination within 15 days with notice given by either side and the contract will automatically stand terminated on completion of one year from the date of joining. The remainingterms and conditions are as per advertisements.

You are requested to communicate your acceptance of this offer within **Two Days** through e-mail and report for duty within ten days of receiving the offer letter.

(Dy. Librarian)