MANGALAYATAN UNIVERSITY
Learn Today to Lead Tomorrow
JABALPUR, MADHYA PRADESH

CAMPUS : NH-30, Mandla Road,
Near Sharda Devi Mandir,
Richal, Barela, Jabalpur,
Madhya Pradesh-483001
P: 78279 73871/ 78279 73872
E: info@mangalayatan.ac.in
W: www.mangalayatan.ac.in

Ref.No ...277..... /MUJ/RO/N&L/2024/F.No. 03 Dt: 13-08-2024

PROCEEDINGS OF THE VICE-CHANCELLOR

Present: Prof. K. R. S. Sambasiva Rao

Sub: MUJ – Upgradation of Designation - Mr. Awanish Rajpur – Orders – Issued – Reg.

Ref: Vice-Chancellor Order's dt: 13-08-2024.

* * * * *

ORDER:

As per the order of the Vice-Chancellor, the designation of Mr. Awanish Rajput, Department of Library, Mangalayatan University, Jabalpur has been upgraded from Library Assistant to **Assistant Librarian** with immediate effect.

(BY ORDER)

MANGALAYATAN UNIVERSITY Jabalpur (M.P.)

13/08/2024

Dr. S Nagakishore Bhavanam
REGISTRAR
Registrar
Mangalayatan University
Jabalpur (M.P.)

To,
Mr. Awanish Rajput, Dept. of Library.

Copy to:
Coordinator, IQAC, MUJ.
Admissions Cell, MUJ.
The All Dean's/ Associate Dean's/ HoD's, MUJ.
Director, R&D Cell, MUJ.
Director, Administration, MUJ.
GM, Administration, MUJ.
PA to Registrar/ Pro Vice-Chancellor/ Vice-Chancellor, MUJ.
Guard File

MANGALAYATAN
UNIVERSITY
Learn Today to Lead Tomorrow
JABALPUR, MADHYA PRADESH

CAMPUS: NH-30, Mandla Road,
Near Sharda Devi Mandir,
Richai, Barela, Jabalpur,
Madhya Pradesh - 483001
P: 7827 973 871 / 7827 973 872
F: 0761-2636811
E: info@mangalayatan.co.in
W: www.mangalayatan.co.in

Ref: **MUJ/RO/AL/Admin/035**

Date: **05-08-2021**

Appointment Letter

To,

Mr. Awanesh Rajput,
628/01, Badhai Mohalla Phoota Tall, Jabalpur (M.P.) 482001,

Subject: Appointment letter for the post of **Library Assistant** in the Department of **Library** of **Mangalayatan University, Jabalpur**.

Dear Sir/Madam,

The Mangalayatan University is pleased to inform you that you are appointed as **Library Assistant** in the Department of **Library** under following terms and conditions:

1. That you will be paid as per the pay **Rs. 20,000/- (Twenty Thousand Only) per month**. Your increment in salary shall be subject to your performance appraisal.
2. As per your provisionary appointment order No. **MUJ/Admin/035, dated 05-08-2020** you have successfully completed your probation period on **04-08-2021** and you appoint as a **Library Assistant.**
3. That after confirmation, your services may be terminated by either side by giving one-month notice or salary in lieu.
4. That during the period of employment in Mangalayatan University, Jabalpur you shall honestly and diligently discharge your all assigned duties and other responsibilities given to you by the University authorities.
5. That you are expected not to undertake any other assignment outside the University without the prior permission of the Vice Chancellor.
6. That if you are charged for any act of misconduct, you shall be suspended from services for enquiry in the matter. if you are held guilty you will not be entitled to any salary for the suspension period.
7. Other service rules made by the management time to time for the employees will also be applicable to you.
8. That your address indicated above shall be the correct address for sending communication to you unless intimated by you in written.
9. You are requested to please provide Address & ID Proof at A/C's Department for release of salary. In case the above terms and conditions are acceptable to you please sign the duplicate copy and send it with your acceptance.

You are welcome to Mangalayatan University and we hope your association with us will be of mutual benefit.

Mangalayatan University Jabalpur (M.P.)

Registrar
Mangalayatan University, Jabalpur