AISECT
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# APPOINTMENT ORDER

Date: 25.05.2009

On the basis of interview held and recommendations of selection committee, I am pleased to appoint **Ms.Aashi Malviya** as **Librarian, AISECT Institute of Science and Technology**, Bhopal at the fixed pay of **Rs.10,000** per month with effect from **28.05.2009** with the following terms and conditions:

1. Your initial gross pay will be Rs10,000 per month.
2. Leaving of job in the mid of the academic session will not be allowed .
3. Proof regarding date of birth, educational qualifications and two passport size coloured photographs should be submitted in the Institute.
4. You will be directly responsible to the Director/Principal AISECT Institute of Science & Technology for all matters related to the college.
5. Running of private coaching/teaching classes or part time job in any other organisation will not be allowed.
6. Your services can be terminated without assigning any reason by giving one month salary/notice in advance.
7. Your resignation from the service will be accepted only in case of one month notice given in advance to the Principal/Director of the Institute.
8. The confirmation of the order will be subjected as per AICTE approval.

**Director**
**(AISECT )**

**Copy to:**

1. Secretary, AISECT, Bhopal.
2. H.O. AISECT (Account Section)
3. H.O. AISECT (H.R. Department)