To
Dr. Rajbir Kaur
Head of Department
Department of Computer Science and Engineering
The LNM Institute of Information Technology
(Deemed to be University)
Jaipur, Rajasthan

Subject: Request for Permission to Apply for Junior Technical Superintendent (Regular/Contract)

Respected Ma'am,

I would like to inform you that I joined the institute on 3rd March 2025, and since then, I have been working as a Junior Technical Superintendent (Contractual) in the Department of Computer Science and Engineering.

I would like to express my interest in applying for the currently advertised vacancy for the position of Junior Technical Superintendent (Regular/Contract). To proceed with the application process, I kindly seek your permission and recommendation, which are essential to support my candidature.

Working under your guidance has been a valuable experience, and I am eager to continue contributing meaningfully to the institute in a long-term capacity. I shall be sincerely grateful for your support and guidance.

Thank you for your consideration.

Best regards,
Vipin Sain
Junior Technical Superintendent
Department of Computer Science and Engineering
The LNM Institute of Information Technology

Recommended.
Rajbir
09/07/25.