



ST JOSEPH ENGINEERING COLLEGE

(Affiliated to VTU, Belagavi and recognised by the AICTE, New Delhi.
B.E. - CSE, ECE, EEE, ME Accredited by NBA, New Delhi)

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Ref. No. : SJEC/Appt/2023/074

Date: 01/12/2023

Ms Haritha Prasad
Alikkal House,
Thaikkad Post,
Guruvayur,
Thrissur, Kerala-680 102.

Dear Ms Haritha,

SUB: APPOINTMENT AS PART-TIME LECTURER CUM RESEARCH SCHOLAR FELLOW AT SJEC

With reference your application and Interview held on 21/11/2023, I am pleased to appoint you as part time lecturer cum Research Scholar Fellow in the Department of Physics at St Joseph Engineering College, Vamanjoor from 29/11/2023 to 28/11/2024 under following terms and conditions:

1. You will report to HOD-Physics for your day to day assignments.
2. You are required to mark your attendance in the bio-metric device and also sign the attendance register as per the norms of the Institution. The register is placed in the Department of Physics.
3. You will teach subjects allotted to you by the HOD. Your slot of hours for lecture will be included in the time table and it will be communicated to you.
4. During this period you will be paid a consolidated salary of ₹ 15,000/- per month.
5. You will not be eligible for statutory benefits.
6. You will be available for consultation by the Management and students outside your class.
7. You will be available during the visit of the experts' team of VTU, NBA & other Statutory Bodies.
8. You will render your helping hand for Accreditation, LIC, Autonomy procedures.
9. You will co-operate with the Management in maintaining a high standard of integrity and morals while you are in the service of the Institution.
10. You will be bound and governed by the service rules for teaching staff of St Joseph Engineering College.
11. No resignation shall be complete unless and until accepted in writing by the Employer.
12. Your services may be discontinued at any time during the said period at the discretion of the Management. No notice period in the above circumstances shall apply.

Please sign and return the office copy of this order to the office as a token of your acceptance of the terms and conditions set out therein.


Fr Wilfred P. D'Souza

Director - SJEC

Copy to: Asst Director/Principal/HOD-Physics/Accounts/File