



Date:01/01/2011

To

**Dr. R. B. JADEJA**  
L-78, TOP LAND RESIDENCY,  
NR PARIZAT RESIDENCY,  
SADHUVASVANI ROAD  
MO.: 9727724686

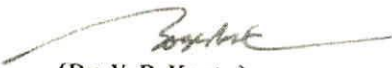
**Subject: Appointment on the post of Dean (Faculty of Engineering)**

Dear **Dr. R. B. Jadeja**

With reference to above subject and the subsequent discussion, the undersigned had with you, we have pleasure in appointing you on the post of **Dean (Faculty of Engineering)** at Marwadi Education Foundation with effect from **01/01/2011** being the date of joining on the following terms and conditions:

1. Your Pay Scale will be **37400-67000 AGP- 10000** at Basic of **53000/-**
2. You will be eligible for allowances & benefits as decided by the GTU & accepted by the management.
3. You shall be subject to the various rules, regulations, administrative policies and other policies of the trust which are in force or shall be formed & enforced from time to time. The Trust has absolute powers & rights to regulate or to modify/review the rules, regulations and the said policies from time to time with or without prior intimation to you.
4. You shall participate in all Training and Development Programs organized by the Trust periodically, in order to achieve required technical & teaching skills in all spheres. You may be required to go for training anywhere in India or abroad as desired by the Trust.
5. The Trust shall not be liable if there occurs loss of life/limb of the employee due to the reason attributable to the causes beyond human control or due to the negligence of the employee.
6. You shall devote your full time and attention to your duties and responsibilities allotted to you.

for, Marwadi Education Foundation's Group of Institutions



(Dr. Y. P. Kosta)

Director

CC to : Chairman, Vice Chairman

**ACCEPTANCE**

I have read the above appointment letter and the terms and conditions therein, applicable to employees of Marwadi Education Foundation's Group of Institutions, Rajkot and I accept the employment and I will join my duties on or before **01/01/2011**

Accepted By:



(Dr. R. B. Jadeja)

ASSISTANT PROFESSORan-Faculty of Engineering

Date:13/07/2010

To  
MR/MS DR. RAJENDRASINH B. JADEJA  
H-201, DEV NANDAN PLATINA, OPP.  
SHAYONA TILAK-3, NEAR  
VANDEMATRAM, GOTA,  
CHANDLODIA, AHMEDABAD-  
382481  
MO.: 9824616015

Subject: Your appointment as a PROFESSOR (Faculty of ENGINEERING-ELECTRICAL) at Marwadi Education Foundation's Group of Institutions, Gauridad, Rajkot

Reference: Your application and interview held on 21/06/2010

Dear Mr. / Ms. / Mrs. DR. RAJENDRASINH B. JADEJA

With reference to your application and the subsequent discussion/interview, the undersigned had with you, we have pleasure in appointing you on the post of PROFESSOR (Faculty of ENGINEERING-ELECTRICAL) at Marwadi Education Foundation with effect from 13/07/2010 being the date of joining on the following terms and conditions:

1. Your Pay Scale will be 37400-67000 AGP of Rs. 10000/- at Basic of 50340/-.
2. You will be eligible for allowances & benefits as decided by the GTU & accepted by the management.
3. You will be on probation for a period of one (1) Year, which may be extended by Six months, if necessary. The undersigned shall review the performance immediately after 1 Year. If your work is found satisfactory, your services will be confirmed. Your satisfactory performance will only qualify you for the confirmation, or the decision will be taken otherwise which please note.
4. The employee who wishes to leave/terminate the job during probation period he/she has to give either party one month's notice or one month's basic pay in lieu of notice period. The employee who wishes to leave/terminate his job after probation period has to give two month's notice.
5. You shall be subject to the various rules, regulations, administrative policies and other policies of the trust which are in force or shall be formed & enforced from time to time. The Trust has absolute powers & rights to regulate or to modify/review the rules, regulations and the said policies from time to time with or without prior intimation to you.



Trust Regn. No.: E/8458/Rajkot Regn. Date: 24 October 2008





6. You shall participate in all Training and Development Programs organized by the Trust periodically, in order to achieve required technical & teaching skills in all spheres. You may be required to go for training anywhere in India or abroad as desired by the Trust.
7. The Trust shall not be liable if there occurs loss of life/limb of the employee due to the reason attributable to the causes beyond human control or due to the negligence of the employee.
8. You shall devote your full time and attention to your duties and responsibilities allotted to you.

for, Marwadi Education Foundation's Group of Institutions

*J. A. Chandarana*  
(Jitendra A. Chandarana)  
Vice-Chairman

**VERIFICATION**

I have read the above appointment letter and the terms and conditions therein, applicable to employees of Marwadi Education Foundation's Group of Institutions, Rajkot and I accept the employment and I will join my duties on or before **13/07/2010**

Accepted By:

(DR. RAJENDRASINH B. JADEJA)  
PROFESSOR

To  
DR. RAJESHKUMAR M PATEL  
17-20/D,  
SECTOR-1, SARDAR PATEL NAGAR,  
HARIPAR ROAD,  
BHUUJ-370001

21 December 2016

Sub: Your Appointment as a PROFESSOR (Dept. of INFORMATION & COMMUNICATION TECHNOLOGY)

Dear DR. RAJESHKUMAR M PATEL

We are delighted to offer you an association with our institution as a PROFESSOR (Dept. of INFORMATION & COMMUNICATION TECHNOLOGY) with effect from 21 December 2016

**Nature of Appointment:**

**Probationary: From 21 December 2016 to 20 December 2017**

An employee with high character and competence usually gets confirmed at the end of one year of continuous association

**Primary Role:**

- To teach/assist as assigned to you
- To carry out all associated tasks to teaching and learning
- To serve as mentor and advisor to the assigned group of students/faculties
- To carry out departmental administrative tasks as assigned
- To actively participate in events and functions related to students. You may be required to keep odd hours for the same
- To attend various training programs as identified by the organization for mutual growth
- To carry out all tasks as considered necessary and appropriate for educational institution

**Compensation:**

Monthly compensation: INR185868/-CTC

Pay Scale: , Basic: 67910/-

You will be entitled for other benefits and allowances applicable in your category as decided by the organization

**Other Benefits\* (As per prevailing organization policy)**

- INT500/- per month towards laptop allowance
- INR5000/- per year towards professional body membership
- Child Education Subsidy if studying in the organization
- Subsidized/Free transport if using organization buses at their normal timings
- Seed grant for the robust proposal on approval
- Subsidized and safe housing for outstation employees as per availability
- Subsidized gym facility if using beyond office hours



**Working Terms & Conditions:**

Staying back and late nights for extra and co-curricular activities and extended days for trips are inevitable to education. You may be required to attend to these demands

Organization holds the right to Intellectual Property created/used by you for the purpose of teaching and learning in the University

Organization reserves the right to seize/search/retrieve any of your personal device/gadgets if doubted to be used against the goodwill of the organization

Organization will not be responsible for any loss of life/personal property/physical damage

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.


It is understood that all the incomplete tasks will be attended to prior to leaving

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount and hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind.

We welcome you on board. Looking forward to have you as family member

  
Registrar

**Please Note:**

- The organization reserves its right to use your working time as per its requirements
- Benefits any are not encashable or exchangeable
- Above mentioned salary includes all statutory benefits applicable to you. You will be eligible for the payment of any and all statutory requirements as per prevailing government /organization policies
- Your training may be in campus, out of campus, out station, international, beyond duty hours or on holidays
- Your placement may be transferred at any of the location depending on changing needs of the organization and development of your role
- All benefits mentioned/informed to you including leaves/vacations are for full time employment for the full year. Prorating will be applicable as per rules
- The terms and conditions may undergo change as per the organizational needs and directives. The employee will be bound by any amendment and/or new policy or regulation done in good faith by the organization as and when considered necessary

**Annexure A: Exit Process & Termination policy of the organization:**

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

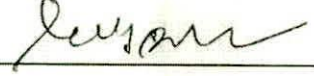
If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind. The termination will be immediate without any notice or pay there in lieu of under below mentioned circumstances:

1. In case of insubordination /disobedience/incapability to perform any duty allotted by the head /organization
2. In case of theft, fraud, criminal activity, misconduct research misconduct, plagiarism
3. In case of abuse, corporal punishment, sexual harassment
4. In case of damage to property/ goodwill of employer
5. In case of taking or giving bribes
6. In case of habitual absence or absence without leave for more than 10 days
7. In case of involvement in activities of conflict of interests
8. In case of repeated errors in tasks allotted
9. In case of change in rules/strategies due to which the offered position is abolished

I have read the above and I agree to the exit process and termination policy of the organization

Name: Dr. Rajesh Puri Signature:   
Date: 21/02/2016



DT: 23/06/2014

TO. MR. DINESH KUMAR

MR. RAM NAYAN, (PES),  
WAJEER GANJ CHHAWNI,  
H/N 7/15/332A,  
FAIZABAD-224001  
M :- 8980005447

**Subject:** Your appointment as a ASSOCIATE PROFESSOR (FACULTY OF ENGINEERING - INFORMATION TECHNOLOGY)

**Reference:** Your application and interview held on 31/05/2014

Dear MR. DINESH KUMAR

With reference to your application and the subsequent discussion/interview, the undersigned had with you, we have pleasure in appointing you on the post of ASSOCIATE PROFESSOR (FACULTY OF ENGINEERING - INFORMATION TECHNOLOGY) with effect from 23/06/2014 on the following terms and conditions:

1. Your Pay Scale will be 37400-67000 AGP- 9000 at Basic of 46400/-
2. You will be eligible for allowances & benefits as decided by & accepted by the management.
3. You will be on probation for a period of One (1) year, which may be extended by six months, if necessary. The undersigned shall review the performance immediately after 1 Year. If your work is found satisfactory, your services will be confirmed. Your satisfactory performance will only qualify you for the confirmation or the decision will be taken otherwise which please note.
4. During your probation period, if you resigned. You shall have give one month Notice Period or Pay One month's Basic salary. If conformed. You shall have to give two month's notice period or pay two month's basic salary. If Resigned, You shall not be relived in the middle of the semester.
5. You shall be subject to the various rules, regulations, administrative policies and other policies of the Institute which are in force or shall be formed & enforced from time to time. The institute has absolute powers & rights to regulate or to modify/review the rules, regulations and the said policies from time to time with or without prior intimation to you.



6. You shall participate in all training and development programs organized by the institute periodically, in order to achieve required technical & teaching skills in all spheres. You may be required to go for training anywhere in India or abroad as desired by the institute.
7. The institute shall not be liable if there occurs loss of life/limb of the employee due to the reason attributable to the causes beyond human control or due to the negligence of the employee.
8. You shall devote your full time and attention to your duties and responsibilities allotted to you.

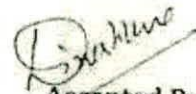
for, Marwadi University



Registrar

**ACCEPTANCE**

I have read the above appointment letter and the terms and conditions therein, applicable to employees of Marwadi Education foundation's Group of Institutions, Rajkot and I accept the employment and I will join my duties on or before 23/06/2014



Accepted By:  
(MR. DINESH KUMAR)  
ASSOCIATE PROFESSOR



To

Dr. SUNIL KUMAR JAKHORIA  
S/O SHRI HAZARI LAL JAKHORIA,  
IN FRONT OF BALAJI MANDIR,  
MAIN MARKET PILANI,  
RAJASTHAN - 333031  
M :- 9672564741

**05 June 2017**

Sub: Your Appointment as PROFESSOR (MBA)

**Dear Dr. SUNIL KUMAR JAKHORIA**

We are delighted to offer you an association with our institution as PROFESSOR (MBA) with effect from 05 June 2017

**Nature of Appointment:**

**Probationary: 05 June 2017 to 04 June 2018**

An employee with high character and competence usually gets confirmed at the end of one year of continuous association

**Primary Role:**

- To teach/assist as assigned to you
- To carry out all associated tasks pertaining to your role, department and organization
- To serve as mentor and advisor to the assigned group (Students/juniors/new joinee)
- To carry out all administrative tasks as assigned
- To actively participate in events and functions related to organization. You may be required to keep odd hours for the same
- To attend various training programs as identified by the organization for mutual growth
- To carry out all tasks as considered necessary and appropriate for educational institution

**Compensation:**

Monthly compensation: INR200000 CTC

Pay scale: 37400-67000, Basic: 58870/- .

You will be entitled for other benefits and allowances applicable to you as decided by the organization

**Other Benefits\* : (As per prevailing organization policy)**

- INR500/- per month towards laptop allowance
- INR5000/- per year towards professional body membership
- Child Education Subsidy if studying in the organization
- Subsidized/free bus transport if using organization buses at their normal timings
- Seed grant for the robust proposal on approval
- Subsidized and safe housing for outstation employees as per availability
- Subsidized Gym facility if using beyond office hours

**Working Terms & Conditions:**

- Staying back and late nights for extra and co-curricular activities and extended days for trips are inevitable to education. You may be required to attend to these demands
- Organization holds the right to Intellectual Property created/used by you for the purpose of teaching and learning in the University
- Organization reserves the right to seize /search/retrieve any of your personal device/gadgets if doubted to be used against the goodwill of organization
- Organization will not be responsible for any loss of life/personal property/physical damage

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind.

We welcome you on board. Looking forward to have you as family member



Registrar

**Please Note:**

- The organization reserves its right to use your working time as per its requirements
- Benefits any are not encashable or exchangeable
- Above mentioned salary includes all statutory benefits applicable to you. You will be eligible for the payment of any and all statutory requirements as per prevailing government /organization policies
- Your training may be in campus, out of campus, out station, international, beyond duty hours or on holidays
- Your placement may be transferred at any of the location depending on changing needs of the organization and development of your role
- All benefits mentioned /informed to you including leaves/vacations are for full time employment for the full year. Prorating will be applicable as per rules
- The terms and conditions may undergo change as per the organizational needs and directives. The employee will be bound by any amendment and/or new policy or regulation done in good faith by the organization as and when considered necessary



**Annexure A: Exit Process & Termination policy of the organization:**

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind. The termination will be immediate without any notice or pay there in lieu of under below mentioned circumstances:

1. In case of insubordination /disobedience/incapability to perform any duty allotted by the head /organization
2. In case of theft, fraud, criminal activity, misconduct research misconduct, plagiarism
3. In case of abuse, corporal punishment, sexual harassment
4. In case of damage to property/ goodwill of employer
5. In case of taking or giving bribes
6. In case of habitual absence or absence without leave for more than 10 days
7. In case of involvement in activities of conflict of interests
8. In case of repeated errors in tasks allotted
9. In case of change in rules/strategies due to which the offered position is abolished

I have read the above and I agree to the exit process and termination policy of the organization

Name: Sunil Kumar Sakharia Signature: [Signature]

Date: \_\_\_\_\_

To

Dr. SRINIVASA RAO MEDA  
ADUSUMALLI,  
P.O. 523169,  
PRAKASAM DIST,  
ANDHRA PRADESH - 522502  
M :- 9949336523

01 December 2021

Sub: Your Appointment as PROFESSOR (FACULTY OF MANAGEMENT)

Dear Dr. SRINIVASA RAO MEDA

We are delighted to offer you an association with our institution as PROFESSOR (FACULTY OF MANAGEMENT) with effect from 01 December 2021

**Nature of Appointment:**

**Probationary: 01 December 2021 to 30 November 2022**

An employee with high character and competence usually gets confirmed at the end of one year of continuous association

**Primary Role:**

- To teach/assist as assigned to you
- To carry out all associated tasks pertaining to your role, department and organization
- To serve as mentor and advisor to the assigned group (Students/juniors/new joinee)
- To carry out all administrative tasks as assigned
- To actively participate in events and functions related to organization. You may be required to keep odd hours for the same
- To attend various training programs as identified by the organization for mutual growth
- To carry out all tasks as considered necessary and appropriate for educational institution

**Compensation:**

Monthly compensation: INR141667 CTC

You will be entitled for other benefits and allowances applicable to you as decided by the organization

**Other Benefits\* : (As per prevailing organization policy)**

- INR500/- per month towards laptop allowance
- INR5000/- per year towards professional body membership
- Child Education Subsidy if studying in the organization
- Subsidized/free bus transport if using organization buses at their normal timings
- Seed grant for the robust proposal on approval
- Subsidized and safe housing for outstation employees as per availability
- Subsidized Gym facility if using beyond office hours

*M. Srinivasa Rao*

Established Under Gujarat Private Universities Act No. 9 of 2016 Recognized Under Section 2F of UGC Act 1956



**Working Terms & Conditions:**

- Staying back and late nights for extra and co-curricular activities and extended days for trips are inevitable to education. You may be required to attend to these demands
- Organization holds the right to Intellectual Property created/used by you for the purpose of teaching and learning in the University
- Organization reserves the right to seize /search/retrieve any of your personal device/gadgets if doubted to be used against the goodwill of organization
- Organization will not be responsible for any loss of life/personal property/physical damage

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind.

We welcome you on board. Looking forward to have you as family member



Registrar



M. Srinivas

**Please Note:**

- The organization reserves its right to use your working time as per its requirements
- Benefits any are not encashable or exchangeable
- Above mentioned salary includes all statutory benefits applicable to you. You will be eligible for the payment of any and all statutory requirements as per prevailing government /organization policies
- Your training may be in campus, out of campus, out station, international, beyond duty hours or on holidays
- Your placement may be transferred at any of the location depending on changing needs of the organization and development of your role
- All benefits mentioned /informed to you including leaves/vacations are for full time employment for the full year. Prorating will be applicable as per rules
- The terms and conditions may undergo change as per the organizational needs and directives. The employee will be bound by any amendment and/or new policy or regulation done in good faith by the organization as and when considered necessary

Established Under Gujarat Private Universities Act No. 9 of 2016 | Recognized Under Section 2F of UGC Act 1956

**Annexure A: Exit Process & Termination policy of the organization:**

**Exit process:**

You may seek to terminate your appointment with Organization or vice versa, without giving any reason thereof at any time during your tenure. The party initiating termination will be required to give 2 months' notice or pay there in lieu of. This is applicable to probationary and confirmed employees equally.

It is understood that all the incomplete tasks will be attended to prior to leaving.

If the organization initiates termination (details are mentioned in annexure A) it will be bound by the above mentioned condition. If you initiate termination, the organization reserves the right to waive off the notice period, in which case the notice pay provision will not apply to either party.

Also Students' well being is paramount hence you will be relieved only at the end of semester if you resign during the ongoing semester.

However, if you insist to leave before the semester ends, organization reserves the rights to levy the penalty up to two months' of basic pay additionally, at the discretion of competent authority keeping larger interest in mind. The termination will be immediate without any notice or pay there in lieu of under below mentioned circumstances:

1. In case of insubordination /disobedience/incapability to perform any duty allotted by the head /organization
2. In case of theft, fraud, criminal activity, misconduct research misconduct, plagiarism
3. In case of abuse, corporal punishment, sexual harassment
4. In case of damage to property/ goodwill of employer
5. In case of taking or giving bribes
6. In case of habitual absence or absence without leave for more than 10 days
7. In case of involvement in activities of conflict of interests
8. In case of repeated errors in tasks allotted
9. In case of change in rules/strategies due to which the offered position is abolished

I have read the above and I agree to the exit process and termination policy of the organization

Name: Dr. M. SRINIVASA RAO

Signature: M. Srinivasa Rao

Date: 01/12/2021



TO. DR. MONICA VERMA  
41, CHURCH ROAD,  
VISHNUPURI,  
ALIGANJ,  
LUCKNOW (UP) - 226010

M :- 09415748019

DT : 15/07/2013

**Subject:** Your appointment as a ASSISTANT PROFESSOR ( FACULTY OF MANAGMENT - )

**Reference:** Your application and interview held on 08/06/2013

Dear DR. MONICA VERMA

With reference to your application and the subsequent discussion/interview, the undersigned had with you, we have pleasure in appointing you on the post of ASSISTANT PROFESSOR( FACULTY OF MANAGMENT - ) with effect from 15/07/2013 on the following terms and conditions:

1. Your Pay Scale will be 15600-39100 AGP - 7000 at Basic of Rs. 25600/-.
2. You will be eligible for allowances & benefits as decided by the GTU & accepted by the management.
3. You will be on probation for a period of one (1) year, which may be extended by six months, if necessary. The undersigned shall review the performance immediately after 1 year. If your work is found satisfactory, your services will be confirmed. Your satisfactory performance will only qualify you for the confirmation or the decision will be taken otherwise which please note.
4. During the probation period, if you resigned. you shall have give one month notice period or pay one month's basic salary. If conformed, you shall have to give two month's notice period or pay two month's basic salary. If resign, you shall not be relieved in the middle of the semester.
5. You shall be subject to the various rules, regulations, administrative policies and other policies of the Institute which are in force or shall be formed & enforced from time to time. The institute has absolute powers & rights to regulate or to modify/review the rules, regulations and the said policies from time to time with or without prior intimation to you.
6. You shall participate in all training and development programs organized by the institute periodically, in order to achieve required technical & teaching skills in all spheres. You may be required to go for training anywhere in India or abroad as desired by the institute .
7. The institute shall not be liable if there occurs loss of life/limb of the employee due to the reason attributable to the causes beyond human control or due to the negligence of the employee.
8. You shall devote your full time and attention to your duties and responsibilities allotted to you.

for, Marwadi Education Foundation's Group of Institutions

*J. A. Chandarana*  
Jitendra A. Chandarana  
Vice Chairman

ACCEPTANCE

I have read the above appointment letter and the terms and conditions therein, applicable to employees of Marwadi Education Foundation's Group of Institutions, Rajkot and I accept the employment and I will join my duties on or before 15/07/2013

*Monica*  
Accepted By:  
( MONICA VERMA )  
ASSISTANT PROFESSOR

**KNOWLEDGE IS THE CURRENCY**  
FOR THE 21<sup>st</sup> CENTURY



Date:21/06/2010

To  
MR/MS DR. MEETA K. MANDAVIYA  
C/O. DR.R.J.JOSHI, A-13,  
YUGDHARMA SANKUL,  
BHAKTINAGAR CIRCLE, GEETA  
MANDIR ROAD, RAJKOT  
MO. 9978505305

**Subject:** Your appointment as a ASSISTANT PROFESSOR (Faculty of BUSINESS MANAGEMENT(PGDM)) at Marwadi Education Foundation's Group of Institutions, Gauridad, Rajkot

**Reference:** Your application and interview held on 10/06/2010

Dear Mr. / Ms. / Mrs. DR. MEETA K. MANDAVIYA

With reference to your application and the subsequent discussion/interview, the undersigned had with you, we have pleasure in appointing you on the post of ASSISTANT PROFESSOR (Faculty of BUSINESS MANAGEMENT(PGDM)) at Marwadi Education Foundation with effect from 21/06/2010 being the date of joining on the following terms and conditions:

1. Your Pay Scale will be 15600-39100 AGP of Rs. 7000/- at Basic of 18600/-.
2. You will be eligible for allowances & benefits as decided by the GTU & accepted by the management.
3. You will be on probation for a period of one (1) Year, which may be extended by Six months, if necessary. The undersigned shall review the performance immediately after 1 Year. If your work is found satisfactory, your services will be confirmed. Your satisfactory performance will only qualify you for the confirmation, or the decision will be taken otherwise which please note.
4. The employee who wishes to leave/terminate the job during probation period he/she has to give either party one month's notice or one month's basic pay in lieu of notice period. The employee who wishes to leave/terminate his job after probation period has to give two month's notice.
5. You shall be subject to the various rules, regulations, administrative policies and other policies of the trust which are in force or shall be formed & enforced from time to time. The Trust has absolute powers & rights to regulate or to modify/review the rules, regulations and the said policies from time to time with or without prior intimation to you.

M. J. Joshi



Engineering

MBA

MCA



**Marwadi**  
Education Foundation

**Marwadi Education Foundation**

6. You shall participate in all Training and Development Programs organized by the Trust periodically, in order to achieve required technical & teaching skills in all spheres. You may be required to go for training anywhere in India or abroad as desired by the Trust.
7. The Trust shall not be liable if there occurs loss of life/limb of the employee due to the reason attributable to the causes beyond human control or due to the negligence of the employee.
8. You shall devote your full time and attention to your duties and responsibilities allotted to you.

for, Marwadi Education Foundation's Group of Institutions

*J. A. Chandarana*  
(Jitendra A. Chandarana)  
Vice-Chairman

VERIFICATION

I have read the above appointment letter and the terms and conditions therein, applicable to employees of Marwadi Education Foundation's Group of Institutions, Rajkot and I accept the employment and I will join my duties on or before 21/06/2010

Accepted By:

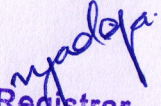
*M. J. Mandaviya*

(DR. MEETA K. MANDAVIYA)  
ASSISTANT PROFESSOR



**Employment Integration Following Marwadi University's Establishment under the Marwadi Education Foundation**

Marwadi Education Foundation is the sponsoring body of Marwadi University and all appointments before becoming University in May 2016 were given in Marwadi Education Foundation. All those who continued their employment with Marwadi University were absorbed as full-time employees after getting University status and are considered full-time employees of Marwadi University from the date of original joining.

  
Registrar  
Marwadi University

