



JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY

A-10, Sector 62, Noida - 201307 (India)
Phone : (91) 120 4490201-06 Fax : (91) 120 4490216
Website : www.jiitindia.org

JIIT:PERS:APPT:

Dated: July 12, 2002

Dr. Karanjeet Singh
289, Nilgiri Apartments,
Alaknanda, New Delhi

Sub: Appointment as Assistant Professor

Dear Dr. Singh,

I am directed to offer you an appointment as Assistant Professor in the scale of Rs.15000-1000-25000 in Jaypee Institute of Information Technology (JIIT), Noida, Uttar Pradesh with effect from July 11, 2002 on terms and conditions indicated below:

1. You will be paid salary per month in the above pay scale from the date of your joining as under:

(a) Basic Pay	:	Rs.15000.00
(b) D.A. (@ 49% as on date)	:	Rs. 7350.00
(c) CCA	:	Rs. 300.00
(e) Conveyance	:	Rs. 2000.00
(f) Soft Furnishing Allowance	:	Rs. 1000.00
(g) Books & Periodicals	:	Rs. 1000.00

Total : Rs.26,650.00

2. You will be provided leased accommodation not exceeding Rs.8,000/- per month.

You will be on probation for a period of one year which may be extended at the discretion of the Institute and you may be absorbed in Regular Cadre on successful completion of probation period.

4. (a) During the period of probation or extended period of probation, your services can be terminated by the Institute without notice and without assigning any reason.
- (b) After absorption in the regular cadre, your services can be terminated without assigning any reason by giving one month's notice in writing by either party or giving one month's pay in lieu of notice.
- (c) You will retire at the age of 62 years and will automatically cease to be the employee of the Institute on superannuation on the last day of the month during which you attain the age of 62 years. However, the Institute may at its sole discretion, relax the aforesaid retirement age.

5. You shall faithfully serve the Institute, obey its lawful commands, keep its secrets, diligently and carefully learn and perform such work and business as may be entrusted to you regularly during such hours as may be prescribed and perform such duties as may be assigned.

6. You shall be subject to the Standing Orders, Service Rules and Regulations as well as the administrative orders of the Institute in force from time to time and shall obey all such orders and directions as you may receive from your superiors. In case of any dispute on interpretation of any part of this letter or the rules governing your service or otherwise howsoever arising, the decision of the Institute thereon shall be final and binding.



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7. You shall devote your whole time to your duties and shall not carry on or be concerned in any other business or occupation, whatsoever. However, you may take up consultancy assignments as per the rules of the Institute.
8. You shall be responsible for the charge and care of the Institute's money, goods & stores and any property entrusted to you or in your hands and shall truly and faithfully account for or pay over or deliver to the proper person, money, goods, stores and property which shall at any time come to your hands, or under your charge, on account of the Institute.
9. You shall be eligible for (a) leave, (b) leave travel concession, (c) provident fund benefits, (d) medical facilities etc. as admissible under Institute rules from time to time.
10. You are, at present, posted at Noida but you are liable to be posted at any other Institute/University location run by the same trust, at the sole discretion of the Management.
11. Your appointment in the Institute will be as a direct recruit and the Institute will not bear any liability on account of leave salary, pension contribution, etc. to your former employer, if any.
12. You will be reimbursed II AC class railway fare from your present place of residence to the place of the Institute for joining duty after you have successfully completed the probation period.
13. This appointment is subject to your being found medically fit by a registered physician on the panel of the Institute.
14. For all other matters you will be governed by the rules and regulations issued / amended from time to time.

Kindly return the duplicate copy of this letter duly receipted by you for our record.

We wish you a very happy association with the members of JIIT family.

Yours sincerely,



S.D., JIIT

1. Registrar's Office
2. Accounts Office

I have read and understood / have been explained the above terms and conditions. All the terms and conditions are acceptable to me and I shall abide by them.

Place : Noida

Date : 24.07.02

Signature..... 
Name..... Dr. Karanjeet Singh
Address..... F65, Sect. 56, Noida.

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