

# Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya

7/2A P.W.D. Road, Kolkata: 700 035, Ph: 033 2577 7250

Office Order no. SSVASM/Admin/Appointment/Dharmashastra/2023-24/12

Dated:- 04.01.2024

To

Gita Ghanti

Vill. Purbatangra, Post. Itabaria

PS. Bhupatinagar, Purbamedinipur,

Pin- 721456

Ph. 9564110971

Email gitaghanti73@gmail.com

Subject:- Offer of engagement as Guest Teacher in Dharmashastra at Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya, Kolkata.

Madam,

Consequent upon the recommendations made by the Selection Committee and approval accorded there to by the Competent Authority, Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya, we are pleased to issue this offer of your engagement as Guest Teacher in Dharmashastra at Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya, Kolkata, as per terms and conditions given below:-

1. **Period of engagement:** The period of engagement under this offer shall be for a fixed period starting from date of your joining (join as earliest as possible) in Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya, Kolkata upto the period of making a regular arrangement against the post or upto last working day of the Academic Session 2023-24 or till further orders, whichever is earlier.
2. **Remuneration:-** You will be entitled for a fixed consolidated and an all inclusive remuneration @Rs 40,000/- (Rupees Forty Thousand only) per month, on submission of bill on the last working day of the month, duly certified by HOD.
3. **Medical Fitness Certificate:-** You will have to produce medical fitness certificate from the Registered Medical Practitioner certifying that you are medically fit for rendering your services in the Mahavidyalaya.
4. **Leave:** You will be entitled for 4 days casual leave per semester on prorata basis for the said period of engagement and 12 days duty leave for academic purpose.
5. This engagement is made purely on temporary and contract basis for fixed period.
6. You will not be entitled to any other benefit, which is admissible to the regular employees of the Mahavidyalaya.
7. You will have no claim for regularization/seniority on the basis of this engagement.
8. The Mahavidyalaya reserves the right to terminate this engagement any time even before the stipulated time, without assigning any reason.
9. You will have to perform the teaching and other duties as assigned by the Principal of the Mahavidyalaya.
10. You will be required to engage classes as per its requirement in accordance with the directive of the Mahavidyalaya.
11. During the tenure of the above engagement, you will not engage yourself in any other assignments or gainful employment.
12. You will have to submit an undertaking that you will not indulge in any activity which is illegal or is subversive of discipline or detrimental to the academic atmosphere of the campus and that you will abide by the rules and regulations applicable to the Mahavidyalaya and its employees without claiming other benefits than prescribed in above terms and conditions.
14. You will have to produce all original educational and other relevant certificates/ documents for verification at the time of your joining, and this offer of engagement will be effective only after the verification of original certificates, documents as mentioned in your application form.

If the above offer with its said terms and conditions are acceptable to you, you are advised to submit your acceptance to this offer alongwith medical fitness certificate and report for joining duties to the undersigned on or before 10<sup>th</sup> January 2024, failing which, this offer shall automatically be withdrawn & cancelled. This is issued with approval of the Competent Authority.

Yours faithfully,

(Dr. Somesh Kumar Mishra)  
Principal

### Copy for information and necessary action:-

1. Chairman, Managing Committee, Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya.
2. Director, Central Schemes, Central Sanskrit University, New Delhi.
3. Adarsh Section, Central Sanskrit University, New Delhi.
4. Finance Section, Sri Sitaram Vaidic Adarsha Sanskrit Mahavidyalaya.
5. Office order file.