



run by Late P.K. Deshmukh Society

VIJAYA CONVENT SCHOOL FOR EXCELLENCE

UDISE No. : 27071501716

Soc. Reg. No. : F22165

7304942237, 9823515512

Aadarsh Nagar, Aanchal Vihar, Akoli Road, Amravati. 444607

email: vijayaconvent@gmail.com website: www.vijayaconvent.com

Ref. No. : 01-2021-018

Date : 12-01-2021

APPOINTMENT LETTER

To,

Anjali S. Yahul

Tirupati Nagar No.1, Akoli Road,

Sai Nagar, Amravati, Maharashtra.

Further to the discussion held with you we are pleased to inform you that you have been appointed on contract basis as "**Primary Teacher**" at **Vijaya Convent**, Amravati run by our society, for the period effective from June 2021 to April 2022 on the following terms & conditions.

TERMS & CONDITIONS

- Your appointment as "**Primary Teacher**" for the at Vijaya school for excellence Amravati , is for the period of 'One Year' on contract basis.
- Your contract will automatically stand terminated on completion of the contract period. Your service is liable to be terminated anytime should your performance or conduct be found unsatisfactory , in which event you will not be eligible for any compensation on whatsoever in lieu the thereof.
- All work will be done in close consultation with the Head of Administration . You will report the HOA from time to time with respect to your work. And the progress of your work will be monitored by the HOA.
- You will be paid a consolidated fee of Rs. **12,000** /- per month and you will not be eligible for any additional payments on any account whatsoever.
- You will not be eligible for any leave without prior notice. Extra leaves and half day's will result in deduction of salary. Leave will be accepted only for a genuine reason.

- You will maintain absolute confidentiality of all the data, information, documents , etc. that you may gather /come across during the tenure of your contract and you shall not divulge or use the same during your service or any time thereafter for any purpose.
- You will not engage yourself in giving private tuitions to students of the school in which you are currently employed or in any business.
- You will strictly abide by the rules and regulations of the institute in force and those brought into force during the course of your tenure with us.

Please sign and return the attached copy of this letter as a token of your acceptance of the above terms and conditions.

Thanking you and wishing you a successful job with Vijaya Convent.

Asyabul

Yours Sincerely

I accept the above term & condition

MR/MRS

Ms. Anjali Suresh Yahul

D.S. Rokade

**ADMINISTRATIVE HEAD
ADMINISTRATIVE HEAD
VIJAYA SCHOOL FOR EXCELLENCE**

