

Ref. No.: MIT/OFF/21-22/74-002

Date: 15/03/2022

To,

Ms.Sonal Patreena D'Almeida
D/O Siprian Rocky D'Almeida
'Shalom'
Kunchikere Road,
Sasthan,Udupi District-576226

OFFICE OF THE CHAIRMAN

Dear Ms.Sonal Patreena D'Almeida

Appointment Order

Moodlakatte Institute of Technology, Moodlakatte is pleased to appoint you as **Assistant Professor in the Department of Computer Science & Engineering** with effect from 25/03/2022


Terms and Conditions:

- You will be paid as per AICTE Pay scale of Rs.15600/-+6000 and your salary including all the allowances is Rs.15600/-+6000 /- per month.
- You are required to submit the Relieving order from the earlier employer, if you were employed earlier.
- Your presence in the College is required during working hours and whenever required by the College.
- You will be on probation for one year from the date of joining.
- Your increments, promotion etc., will purely depend upon your performance, efficiency, regular attendance, sense of discipline, loyalty, good behaviour and upholding the MITK values.

Principal
Moodlakatte Institute of Technology

- vi. You will be under the administrative control of the Principal and functionally reporting to the **Department of Computer Science & Engineering**.
- vii. You will be bound by service rules and regulations enforced by MITK from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions. You are required to submit your original Marks cards/Certificates for verification by the University.
- viii. You will not be permitted to leave the job during the Semester.
- ix. Your employment with the institution will cease in the manner as set out in the Service Rules book, which may amended from time to time.
- x. Under any or all circumstances, you should not make any public statements or press releases about the institution, without written authorization from the institute.
- xi. During the employment, you shall not undertake any activity which creates or could create, an actual or perceived conflict of interest with your employment, or which anyway compromises your duty of loyalty to the institution.
- xii. Your appointment is subject to background checks, if any, to be conducted by the institution. If the result of the background checks reveal information that is inconsistent with our standards, this appointment may be rescinded or your appointment with the institute may be subject to immediate termination.
- xiii. It is understood that this employment is being offered to you on the basis of the particulars submitted by you in your application for employment. However, if anytime it should emerge that the particulars furnished by you are false/incorrect or if the material or relevant information has been suppressed or concealed, this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith without notice. This will be without prejudice to the right of the management to take disciplinary action against you for the same.
- xiv. This appointment is also subject to the institution receiving full satisfactory reports from the references cited in your job application.
- xv. In case of resignation or termination of service, you may be relieved from your duties subject to a one month notice from either side or one month salary in lieu of notice.

We extend a hearty welcome to you to be a part of MITK family and wish you every success in your career with us, which we are sure you will find it quite enjoyable and rewarding. We look forward to a long, mutually beneficial and fruitful relationship with you. Kindly sign the duplicate copy of this letter as a token of acceptance of the Appointment Order.


Principal
Moodlakatte Institute of Technology
Moodlakatte, Kundapura - 576217
Udupi Dist, Karnataka


Chairman
Moodlakatte Institute of Technology
Moodlakatte, Kundapura - 576217
Udupi Dist, Karnataka