



Ref:- ..U:U:K...56/23

Date:- .....

To,

.....Mamta Kumari.....  
 .....Philosophy.....  
 .....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....philosophy..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

12/04/2017  
 02/04/2017  
 Secretary  
 यू० भी० के० महाविद्यालय  
 कड़ामा, आलमनगर, मधेपुरा



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F&12B of u.g.c. Act-1956)  
A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Date:- .....

Ref:- U.V.K.C.S.7/2017

To,

Murari Kumar Khan

Economics

Subject- Appointment as an assistant professor.

Sir/Madam,

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Economics..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

दिनांक 02/04/2017  
Secretary

यू० भी० के० महाविद्यालय  
कड़मा, आलमनगर, मधेपुरा



मान - विद्या - विम्वरानये



**U.V.K COLLEGE KARAMA-ALAMNAGAR**

(NAAC Accredited, Regd. U/S 2F&12B of u.g.c. Act-1956)

A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- ..U:V:K:5.6/23

Date:- .....

To,

.....  
Mamta Kumari  
.....  
philosophy -  
.....  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....philosophy..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

17/04/2017  
02/04/2017  
Secretary  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा





# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K.46/23.....

Date:- .....

To,

Shankar Brahmachari

Music

.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Music..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

02/04/2017  
Secretary  
यू० भी० के० महाविद्यालय  
कड़मा, आलमनगर, मधेपुरा



# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- ..U.V.K.C. 4.8/23

Date:- .....

To,

Abha Kumari  
Hindi

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Hindi..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

12/04/2017  
02/04/2017  
Secretary  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा



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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U:V:K/4-7/2017

Date:- .....

To,

.....Narendra Singh.....  
.....Music.....  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Music..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

दि. 02/04/2017  
Secretary  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा





# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K.-49/23

Date:- .....

To,

Shardakant Ma.  
.....  
Commerce  
.....  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the..... Commerce..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

देवदत्त शर्मा  
02/04/2017  
Secretary  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा



# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- ..U.M.Kr.SI/23

Date:- .....

To,

..Nibha Kumari.....

..Sanskrit.....

.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Sanskrit..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

12/04/2023  
02/04/2023  
Secretary/सचिव  
यू० भी० के० महाविद्यालय  
कड़मा, आलमनगर, मधेपुरा





# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K. 50/23

Date:- .....

To,

Bimod Mishra.....

Commerce.....

.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the..... Commerce..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

Rajendra Kumar  
02/04/2017  
Secretary सचिव  
यू० भी० के० महाविद्यालय  
कड़मा, आलमनगर, मधेपुरा



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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K.C. 52/22

Date:- .....

To,

Sabeer Ahmed'

URDU'

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the Urdu Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

02/04/2017  
Secretary सचिव

यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा



## U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K.:53/23

Date:- .....

To,

Dr. Ahmed Ali  
Urology  
.....  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the.....Urology..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

1290114/21/14  
02/04/2017  
Secretary  
सचिव  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा





# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K.C.S.S/23

Date:- .....

To,

KUMOD CHOWDHARY  
PHILOSOPHY  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the PHILOSOPHY Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

Devgan J.M.W  
02/04/2017  
Secretary  
सचिव

यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा



**U.V.K COLLEGE KARAMA-ALAMNAGAR**

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A PERMANENT AFFILIATED UNIT OF B.N.MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref:- U.V.K. K. 54/23

Date:- .....

To,

Shishu Kumar Jha  
Commerce  
.....  
.....

**Subject- Appointment as an assistant professor.**

**Sir/Madam,**

On recommendation of the selection committee for appointment of teachers, the governing body, constituted by B. N Mandal University Madhepura, you are appointed as asstt. Professor in the...Commerce..... Department.

You are directed to join before the office of the principal within a month from the date of receipt of this letter.

विश्वनाथ झा  
02/04/2017  
Secretary  
सचिव  
यू० भी० के० महाविद्यालय  
कड़ामा, आलमनगर, मधेपुरा



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A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/21

Date: 06.07.2019

To

Sati Nath Jha

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Maithili on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-





# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

--2--

8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
9. That your appointment is strictly on the basis of undertaking given by you.
10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/22

Date: 06.07.2019

To

Shamsher Singh

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Political Science on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-





# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

--2--

8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
9. That your appointment is strictly on the basis of undertaking given by you.
10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**





# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/23

Date: 06.07.2019

To

Ranjeet Kumar Singh

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Chemistry on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-



# U.V.K COLLEGE KARAMA-ALAMNAGAR

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A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

--2--

8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
9. That your appointment is strictly on the basis of undertaking given by you.
10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**





# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/24

Date: 06.07.2019

To

Santosh Kumar Singh

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Economics on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

--2--

8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
9. That your appointment is strictly on the basis of undertaking given by you.
10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**





ज्ञान-विज्ञान विभूक्तये



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/25

Date: 06.07.2019

To

Sushil Mahto

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Sanskrit on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

--2--

8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
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10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

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With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**





# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

Ref: UVK/HR/19/26

Date: 06.07.2019

To

Ravi Shankar Prasad Singh

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Psychology on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-



# U.V.K COLLEGE KARAMA-ALAMNAGAR

(NAAC Accredited, Regd. U/S 2F & 12B of UGC Act 1956)  
A PERMANENT UNIT OF B.N. MANDAL UNIVERSITY, MADHEPURA (BIHAR)

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8. That 20% of your salary will be deducted every month totaling upto a maximum of one month salary. This amount will be kept as security money and will be released provided you give due notice to the college about your resignation.
9. That your appointment is strictly on the basis of undertaking given by you.
10. That you will not divulge any information or knowledge gained by you in the service of the College, which may prove detrimental to the interest of the College.
11. That in all other matters not mentioned herein you would be governed by the rules and regulations of the College in force from time to time.
12. That at the time of joining, you will be required to produce;
  - Attested copies of certificates in support of your date of birth.
  - Qualifications and experience.
  - Two passport size photographs .
  - Two Reference letters from persons of repute.
  - The relieving letter from your present employer if any.

Please sign the enclosed duplicate copy of this appointment letter in token of your acceptance of the appointment and return it immediately, and also deposit original certificate of qualification & date of birth etc., failing which it will be presumed that you are not interested in this offer.

We welcome you to the college and look forward to your contribution in building an environment of professional excellence. You are requested to join duties immediately after receiving the appointment letter.

With best wishes.

**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**





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Ref: UVK/HR/19/27

Date: 06.07.2019

To

Archana Kumari Gautam

Madhepura, Bihar

*Sub : Appointment order.*

Dear Sir/Madam,

We are pleased to offer you the post of lecturer in Dept. of Home Science on probation in the Institute on the following terms & conditions:-

1. The appointment is on a basic pay of Rs. 8,000/- in the pay scale of Rs. 8000-275-13500/-. Dearness Allowance @ 80% of the basic pay will also be admissible.
2. The appointment is initially for the session 2019-2020 which can be extended provided your services are found satisfactory.
3. That during the probation period, your services can be dispensed with, without notice and without assigning any reason.
4. After satisfactory completion of probation period provident fund @ 12% on basic pay of Rs. 8,000/- will also be admissible.
5. That in the sole discretion of the management of the College the period of probation can be extended further.
6. That you will not undertake any academic course to pursue other formal studies during your employment with the College, without prior written permission of the Director.
7. That if you wish to resign during the probation period, you will have to give one month notice or surrender one month's salary in lieu of the notice.

Contd....2/-



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**For : U.V.K College,  
Karama- Alam Nagar, Madhepura,  
Bihar**

**(Dr. Madhwendra Jha)  
Principal**