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MATA SUNDRI COLLEGE FOR WOMEN

(UNIVERSITY OF DELHI)

MATA SUNDRI LANE, NEW DELHI-110 002

PHONE : 23237291
FAX : 23236102



Dated : 18.01.2010

Ref No : MSC/ADMN/216/2010-1663

Ms. Harleen Kaur,
WZ - 1B,
1st Floor, Road, No. 1,
New Sahibpura,
Near CRPF Camp, Tilak Nagar,
New Delhi - 110 018

Dear Madam,

With reference to your application dated 16.07.09, I am happy to inform you that on the recommendation of a duly constituted selection committee meeting held on 15th & 16th January 2010 in the principal's office, you have been appointed as Lecturer / Assistant Prof. in the Department of Commerce on the following terms and conditions subject to the approval of the Governing Body of the College and subject to the University of Delhi recognising you as a Teacher of the University:

1. You will be on probation for a period of one year with effect from your date of joining the appointment and this probationary period may further be extended by not more than twelve months by the Governing Body.
2. ~~On confirmation~~, you will be entitled for New Pension Scheme, as introduced in Delhi University, vide EC resolution dated 18.11.2004 and other retirement benefits according to Delhi University Rules.
3. You will draw salary in the pay band of Rs.15600 /- - ~~Rs.37400/-~~ + Academic grade pay of Rs. 6000/- p.m. plus usual allowances i.e. DA, HRA, CCA, at the rates and according to the rules in force in the University.
4. You will be expected to do teaching, research work and other college work as may be assigned to you from time to time.
5. In all matters, relating to Group Insurance, Leave and other conditions of service, you will be governed by the rules in force in the University of Delhi from time to time.
6. You will be required to enter into an agreement of service with the University of Delhi immediately on joining the appointment.

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7. Your appointment will further be subject to your being found medically fit for which you are required to produce a fitness certificate from any one of the following:-
 - a) The medical officer in-charge WUS Health Centre, University of Delhi.
 - b) Prof./Asstt. Directors/Associate Prof. or Readers/Senior Research Officers/Assistant Prof. Of any of the Medical college/Institution in Delhi or out side Delhi.
 - c) Any of the Senior or Junior Hony. Physicians/ Surgeons attached to Lok Nayak J.P.Hospital.
 - d) Senior Staff/Physicians/Surgeons of CGHS/ESI.
 - e) Civil Surgeons or District medical Officer in India.
8. The appointment will also be subject to verification of your qualifications etc. as mentioned in your application.

If the offer of appointment on the above terms and conditions is acceptable to you, report for duty to the under signed immediately.

Copy to :-
S.O.(accounts)/Bursar,

Satya
Principal