

१३

MATA SUNDRI COLLEGE FOR WOMEN
(UNIVERSITY OF DELHI)
MATA SUNDRI LANE, NEW DELHI-110 002



PHONE : 23237291
FAX : 23236102

Ref. No. : MSC/ADMN/216/2016-1506

Dated : 08/08/2016

Mrs. Ishleen Kaur Rekhi,
H.No. J1/162 E, IInd Floor,
Rajouri Garden,
Delhi - 110027

Dear Madam,

On the recommendation of the selection committee meeting held on 4th August 2016 in the Principal's office, I am happy to inform you that, you have been appointed as Assistant Professor on Adhoc basis in the Department of Commerce with effect from 8th August 2016, subject to the following terms and conditions :-

1. That you are appointed for a period of 89 days.
2. That you are appointed at the initial Pay of Rs.15,600/- p.m. in the Pay band of Rs.15,600-39100 plus Grade Pay of Rs. 6,000/- and usual allowances as are admissible under the rules of Delhi University.
3. That your appointment is subject to the approval of the College Governing Body.
4. That you will strictly abide by the rules of Delhi University.
5. That no notice will be served upon you on the expiry of your specified terms unless and otherwise informed.
6. You are expected to do teaching and any other related work as assigned by the undersigned.
7. That your Adhoc services can be terminated even earlier from the specified date if your work and conduct is not found to be satisfactory.
8. 15 days notice is required for termination of this appointment by the either side.

If the said terms and conditions are acceptable to you, then you are advised to report for duty immediately.

Yours Sincerely,

(Signature)
OFFG. PRINCIPAL

Copy to :
S.O.(Accounts)/Bursar for n/a,
Dealing Assistant