

PRATHYUSHA ENGINEERING COLLEGE

2018-19

Appointment letters



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2000 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Aranyal Kuppam, Chennai - 602 025, Tamilnadu.
Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703

E-mail : admin@prathyusha.in / prathyusha12@dataone.in • Website : www.prathyusha.in

Proc.No:PITAM/PR13/2013

Date: 20.05.2013

Sub: Ms.P.Sarala-Appointed as Assistant Professor in Civil Engineering Department - Orders – Issued.

Ref: Her Resume Dated: 15.03.2013

Ms.P.Sarala is appointed as Assistant Professor in the Department of Civil Engineering of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.15600/- + AGP Rs.6,000/- plus usual allowances in the Pay Band Rs.15600-39,100 + AGP Rs.6000 and her total emoluments is Rs.26,042/-

As per the present practice, she will be provided free lunch and breakfast at the college.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave can be availed as per the rules of the college.

The Management expects her to carry out all the assignments relevant to her position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory in the college Campus and during travel from City to College.

As an Assistant Professor, she will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd.....

She should work in this institution at least for one year. In case, if she leaves before the completion of one year, she has to make the repayment of salary as indicated below.

1. Repayment amounts to full salary received right from the date of joining to the date of getting relieved, if she is leaving within one year.
2. She is not permitted to resign in the middle of the academic year.
3. If she desires to leave after completion of 1 year, she should give 3 months notice or three months gross salary towards compensation of notice period. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the academic year.

She can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of the Principal / Management any untoward incidents noticed by her while in class, college premises or during her travel from City to College, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty immediately.

She is requested to sign in the duplicate copy of the appointment order in token of her acceptance of all the terms and conditions.

She is requested to join duty on end of June 2013.

\\ By order of the Chairman //

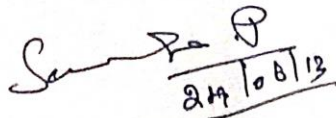

PRINCIPAL

To

Ms.P.Sarala
1/111, P.K. Street,
Chidambaram
Cuddalore.
Copy to : Individual file / Accounts Department



Received.


24/10/13



PRATHYUSHA ENGINEERING COLLEGE

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA), ISO 9001 : 2008 Certified Institution
NAAC accredited A Grade Institution

Proc.No:PEC /2018

Date: 13.06.2018

Sub: Ms.N.Shifu Jahan Appointed as Assistant Professor in Civil Engineering Department – Orders – Issued.

Ref: Her Resume Dated:- 04.06.2018.

Ms.N.Shifu Jahan is appointed as Assistant Professor in the Department of Civil Engineering of this college subject to the following terms and conditions.

1. The appointment shall take effect from the date of her joining duty.
2. She will be paid a Basic pay of Rs.16,250/- plus usual allowance in the scale of Rs. 15000-39100+AGP 6000 and total emoluments is Rs.27,438/- per month.
3. Her appointment shall be on regular basis and she shall be placed on probation for two years within a continuous period of three years.
4. During the period of probation her performance will be closely watched by the management and if it is not found satisfactory, her service will be terminated and she will be discharged from service immediately without notice period.
5. After two years of service, her Academic performance and other related activities will be closely monitored by the management and if it is not found satisfactory, her service will be terminated immediately without notice period and she will be discharged from service/duties immediately.
6. During service, at any point of time if staff found to be not suitable for service due to various reasons like display of bad conduct, irregular to duties and responsibilities, involving indisciplinary activities will be terminated immediately without notice period and also she will be discharged from service.
7. She shall work under the supervision and guidance of the Head of the department/authorities concerned from time to time.
8. She shall perform such other duties as may be assigned by the Head of the Department / authorities concerned, from time to time.
9. She shall teach the UG/PG students and guide the projects/research.
10. She will be governed by the rules and regulations framed / amended by the College Management from time to time.

Contd.....

College Campus : Poonamallee - Tiruvallur Road, Aranvoyal Kuppam, Chennai - 602 025, Tamilnadu. Tel : 044-3767 3767, Fax : 91-44-3767 3703
Email : admin@prathyusha.edu.in / principal@prathyusha.edu.in • Website : www.prathyusha.edu.in

:2:

11. The Management expects her to carry out all the assignments relevant to her position.
12. Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examinations.
13. It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory inside the college Campus and during travel from City to College and any untoward incidents noticed, the faculty should report to the Principal.
14. The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendance from teaching faculty.
15. She shall resign his faculty position after giving three months notice or by remitting three months salary in lieu thereof.
16. She will not be relieved during the academic year. It is her responsibility to complete the entire assignment assigned to her during the both semesters and get relieved at the end of the academic year only.
17. She shall submit the enclosed data sheet duly filled in and signed.
18. She will be in the whole time employment of the College and will not engage herself directly or indirectly without the prior permission in writing from the Management in any trade, business, services not shall undertake any activities which are contrary to or inconsistent with the Management's interests.
19. While inviting her to join as faculty of the Prathyusha Engineering College, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.
20. If the above terms and conditions are acceptable to her, she shall express her willingness to accept the offer of appointment by resubmitting the duplicate copy of the proceedings, duly signed the declaration thereof on or before 11.06.2018.
21. She shall join duty on or before 11.06.2018 failing which this order of appointment shall stand cancelled automatically without further notice. However request for extension of time for joining duty for valid reasons will be considered on merit.

\\ By order of the Chairman //

P. L. N.
AUTHORIZED SIGNATORY

To
Ms.N Shifu Jahan
Kovilpathagai Main Road,
Kannadapalayam, Avadi, Chennai-600 062
Copy to: Accounts Section

Declaration	
I <u>Shifu Jahan N</u>	hereby accept
the above terms and conditions.	
Date: <u>13.6.18</u>	Signature <u>[Signature]</u>

Received
[Signature]



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2000 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Aranvoyal Kuppam, Chennai - 602 025, Tamilnadu.

Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703

E-mail : admin@prathyusha.in / prathyusha12@dataone.in • Website : www.prathyusha.in

Proc.No. PITAM/PR13/2010

Date: 22.09.2010

Sub: **Ms.V.R.Kavitha**- Appointed as Sr.Lecturer in Information Technology – Orders
Issued

Ref : Her Resume Dated :09.08.2010

Ms.V.R.Kavitha is appointed as Sr.Lecturer in the Department of Information Technology of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.11,300/- plus all allowances in the scale of pay Rs. 10000 - 325 -15200 and her total emoluments is Rs. 28,223/-

As per the present practice, she will be provided free lunch and break fast at the college.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave will be as per the rules of the college.

The Management expects her to carry out all the assignments relevant to her position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a Sr.Lecturer, she will abide by the rules and regulations of the college, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd...

:2:

She is not permitted to resign in the middle of the semester. She should give two months prior notice or pay an amount equal to two months salary as compensation in lieu of notice period and she will be relieved at the end of the semester only. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the semester.

She can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of Principal/Management any untoward incidents noticed by her while in class, college premises or during her travel from city to college, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish you to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty on 22.09.2010.

The duplicate copy of the appointment order may please be signed in token of your acceptance of all the terms and conditions.

// By order of the Chairman //

Signed
PRINCIPAL
22/9/10

To

Ms.V.R.Kavitha
5/38, Valluvar Salai
Ramapuram
Chennai-89.

Copy to : Individual file/Accounts Department

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALMUPPAM, THIRUVALLUR-602 025.

Received
V.R.Kavitha

File
22/9/10



PRATHYUSHA EDUCATIONAL TRUST

5, Archana Apartments, # 10, Sarangapani Street, T. Nagar, Chennai - 600 017
☎ 044-8217682, 8217683 Fax : 044-8227220 E-mail : sradha@vsnl.net

27th August, 2003

Mrs. S. Padma Priya
6, 3rd Street, Sakthi Nagar
Choolaimedu
Chennai 600 094

Dear Madam,

Sub: Appointment as Senior Lecturer in Computer Science Dept. - reg

With reference to your application dated 25th Aug. 2003 and subsequent interview, the Selection Committee is pleased to appoint you as Sr. Lecturer in Computer Science Dept. in our Engineering College on the following terms and conditions:

You will be paid monthly consolidated salary of Rs. 16,000/- (Rs. Sixteen thousand only) for a period of one year.

You will be provided transport and food free.

You are guided by the rules and regulations framed/amended by the College Management from time to time. Your leave (Casual Leave, Earned Leave) will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will consider your regularization in the proper scale, taking your performance into consideration.

The Management expects you to carry out all the assignments relevant to your position.

You are expected to complete the entire syllabus given to you for teaching and practical, well in advance and inform Principal/Dean the progress of students by conducting unit tests etc. as per the program given by the Principal /Dean of academic studies.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

Contd..2..



PRATHYUSHA EDUCATIONAL TRUST

5, Archana Apartments, # 10, Sarangapani Street, T. Nagar, Chennai - 600 017
☎ 044-8217682, 8217683 Fax 044-8227220 E-mail: pradha@vsnl.net

2

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a Lecturer, you will abide by all rules and regulations of the College, including dress code if any, and conduct yourself as model for the students.

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete all the syllabus assigned to be taught during the semester and complete the same before getting relieved. The Management expects two months prior notice for leaving the College, to make alternative arrangements so that students do not suffer for want of a teacher.

You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Engineering College, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on 29th August, 2001.

The duplicate copy of the appointment order may please be signed in token of your acceptance of all the terms and conditions.

Yours truly,

J Ravi
Managing Trustee

MCA



PRATHYUSHA ENGINEERING COLLEGE

Poonamallee - Tiruvallur Road, Aranvoyaluppam - 602 025, Tiruvallur Dist.
Tel : 044-27620331, 27620512, 27620521, 27620450, Fax : 044-27620331
E-mail : pitam@prathyusha.edu.in

Date: 29.05.2002

Sub : Appointment as Lecturer in MCA Department
- Reg.

Ref. : Your Resume Dated : 21.03.2002

Mr.M. Gopikrishnan, is informed that his application for the post of Lecturer has been considered by the Management and you are appointed as Lecturer in MCA Department of this college subject to the following terms and conditions.

You will be paid monthly consolidated salary of Rs.8,500/- (Rupees Eight thousand and five hundred only) for a period of one year.

As per the present practice, you will be provided free transport and also free lunch at the College premises.

You will be governed by the rules and regulations framed/amended by the College Management from time to time. Casual Leave will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will assess your performance and if it is satisfactory you will be considered for regularization in the proper scale of pay.

The Management expects you to carry out all the assignments relevant to the position.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in class/laboratory, in the college campus and during travel from City to College.

As a Lecturer, you will abide by all rules and regulations of the College, including dress code if any, and be a role model to the students.

Contd.

:2:

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete the entire assignment assigned to you during the semester and complete the same before getting relieved.

The Management expects two months prior notice for leaving the College, to make alternative arrangements so that students do not suffer for want of a teacher.

You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Engineering College, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on 29.05.2002. The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.

To
Mr. M. Gopikrishnan,
No. 6, 10th st,
North Janannatha Nagar,
Villivakkam,
Chennai - 600 049.


J. RAVI
Managing Trustee
9 2

Copy to :

1. The HOD
2. Pay Bill Clerk



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)

ISO 9001 : 2008 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Aranyoyal Kuppam, Chennai - 602 025. Tamilnadu. Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703
E-mail : admin@prathyusha.edu.in / prathyusha12@dataone.in • Website : www.prathyusha.edu.in

Proc.No:PITAM/PR13/2014

Date: 02.06.2014

Sub: Ms.B.Gunasundari - Appointed as Assistant Professor-II in Computer Science and Engineering
- Orders – Issued.

Ref: Her Resume Dated: 30.04.2014

Ms.B.Gunasundari is appointed as Assistant Professor-II in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

1. She will be paid a basic pay of Rs.21550/- + AGP Rs.8000/- in the Pay Band Rs. 15600-39100+ AGP Rs.8000/-plus usual allowances applicable from time to time.
2. The appointment shall take effect from the date of her joining duty.
3. Her appointment shall be on regular basis and she shall be placed on probation for two years with in a continuous period of three years.
4. During the period of probation her performance will be closely watched and if it is not found satisfactory the probation will be extended / terminated and she will be discharged from service.
5. She shall work under the supervision and guidance of the Head of the department/authorities concerned from time to time.
6. She shall perform such other duties as may be assigned by the Head of the Department / authorities concerned, from time to time.
7. She shall teach the UG/PG students and guide the projects/research.
8. She will be governed by the rules and regulations framed / amended by the College Management from time to time.
9. The Management expects her to carry out all the assignments relevant to her position.
10. Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examinations.

Contd...

Received
B. S. S. S.
02/06/14

:2:

11. It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory in the college Campus and during travel from City to College and any untoward incidents noticed, the faculty should report to the Principal.
12. The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendance from teaching faculty.
13. She shall resign her faculty position after giving three months notice or by remitting three months salary in lieu thereof.
14. She will not be relieved during the academic session of the year. It is her responsibility to complete the entire assignment assigned to during the semester and get relieved at the end of the academic year.
15. She shall submit the enclosed data sheet duly filled in and signed.
16. She can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.
17. While inviting her to join as faculty of the Prathyusha Institute of Technology and Management, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.
18. If the above terms and conditions are acceptable to her, she shall express her willingness to accept the offer of appointment by resubmitting the duplicate copy of the proceedings, duly signed the declaration thereof on or before 02.06.2014.
19. She shall join duty on or before 02.06.2014 failing which this order of appointment shall stand cancelled automatically without further notice. However request for extension of time for joining duty for valid reasons will be considered on merit.

\\ By order of the Chairman //


PRINCIPAL

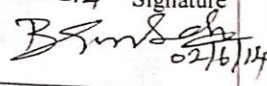
To

Ms.B.Gunasundari

2/144, Nehru street

Vellore Dist - 635 814.

Copy to: Accounts Section

<p style="text-align: center;"><u>Declaration</u></p> <p>I <u>B. GUNASUNDARI</u> hereby accept the above terms and conditions.</p> <p>Date: 02.06.2014 Signature  02/6/14</p>
--

21
2/6/14
2/6/14



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)

ISO 9001 : 2000 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Aranvoyal Kuppam, Chennai - 602 025, Tamilnadu.

Tel : 044-3767 3767, 3762 0512 Fax : 91-44-3767 3703

E-mail : admin@prathyusha.in / prathyusha12@dataone.in • Website : www.prathyusha.in

Proc.No. PITAM/PR13/2011

Date: 10.05.2011

Sub: Mr.W. Thamba Meshach -Appointed as Assistant Professor in Computer Science and Engineering Department – Reg.

Ref: Your Resume Dated: 1.03.2011

Mr.W.Thamba Meshach is appointed as Assistant Professor in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

He will be paid a basic pay of Rs.22,320- plus all allowances in the Assistant Professor scale of pay Rs. 12000-420-18200 and his total emoluments is Rs. 32,270/-

As per the present practice, he will be provided free lunch and break fast at the Collège.

He will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave will be as per the rules of the College.

The Management expects him to carry out all the assignments relevant to his position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory, in the College Campus and during travel from City to College.

As an Assistant Professor, he will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd....

:2:

He should work in this institution atleast for one academic year. He should given an undertaking to this effect.

He is not permitted to resign in the middle of the semester. He should give two months' prior notice or pay an amount equal to two months' salary as compensation in lieu of notice period and he will be relived at the end of the semester only. It is his responsibility to complete the entire assignment assigned to him during the semester and get relieved at the end of the semester.

He can use all the College equipments properly with due diligence and ensure safety and take proper care at all times.

He should bring to the notice of the Principal/Management any untoward incidents noticed by him while in class, College premises or during his travel from City to College, etc.

While inviting him to join as faculty of our Prathyusha Institute of Technology and Management, we wish him to become a team member of our knowledge bank, to impart quality technical education to students by discharging his duty sincerely.

He is advised to submit all the original degree certificates of his qualification and experience to the Principal immediately for verification and report for duty immediately.

He is requested to sign in the duplicate copy of the appointment order in token of his acceptance of all the terms and conditions.

// By order of the Chairman //

PRINCIPAL
10/8/11

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALKUPPAM, THIRUVALLUR-602 025.

Received

10/5/11

(Mr. Thamba Meshach)

To

Mr. W. Thamba Meshach

46, RC-West

A4-4th floor Roseland, Kamaraj salai,

Chennai-118

Copy to : Individual file/Accounts Department



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by All India Council for Technical Education (AICTE) New Delhi. Affiliated to Anna University, Chennai

College Campus : Poonamallee-Tiruvallur Road, Aranvoyal Kuppam, Tiruvallur 602 025, Tamilnadu.

Tel: 044-27620512, 27620521, 27620450 Fax: 91-44-27620331

E-mail : prathyusha12@dataone.in • Web : www.prathyusha.in

Proc. No. PITAM/PR13/2008-09

Date:18.06.2008

Sub : Appointment as **Lecturer** in **Computer Science and Engineering -**
Department - iieg

Ref: Your Resume Dated Nil

Mr.R.Thiagarajan, is informed that his application for the post of **Lecturer** has been considered by the Management and you are appointed as **Lecture in the Department of Computer Science and Engineering** of this college subject to the following terms and conditions.

You will be paid a basic pay of Rs **8825/-** plus usual allowances in the scale of Rs. 8000-275 -13500 and your total emoluments is Rs 16,767/-.

As per the present practice, you will be provided free transport and also free lunch at the College premises.

You will be governed by the rules and regulations framed/amended by the College Management from time to time. Casual Leave will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will assess your performance and if it is satisfied you will be considered for regularization.

The Management expects you to carry out all the assignments relevant to your position.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a **Lecturer**, you will abide by all rules and regulations of the College, including dress code if any, and be a role model to the students.

Contd. 2

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete the entire assignment assigned to you during the semester and complete the same before getting relieved.

The Management expects two months prior notice or to pay an amount equal to two months salary as compensation in lieu of notice period and you will be relieved at the end of the semester only

You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Prathyusha Institute of Technology and Management, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on **18.06.2008**.

The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.

18/6/08

To
Mr. R. Thiagarajan
No.4/28, 6th street, Pudupet Road,
Thirupattur, Vellore Dt.

Copy to:
Individual File
Accounts Department

18.6.08
PRINCIPAL

RECEIVED THE ORDER

R. Thiagarajan

18.6.08

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALKUPPAM, THIRUVALLUR-620123.



PRATHYUSHA ENGINEERING COLLEGE

Poonamallee - Tiruvallur Road, Aranyoikuppam - 602 025, Tiruvallur District.
☎ STD CODE 04116 / LOCAL CODE 954116 :- 220512, 229450, 220331
Fax : 04116-220331, E-mail : prathyusha_college@vsnl.net

Proc. No.: PEC/PR11/2006-07

Date: 03.07.06

Sub : Appointment as Lecturer in CSE/ IT Department
- Reg.

Ref. : Your Resume Dated : Nil

Ms.R.Kannamma Sridharan is informed that her application for the post of Lecturer has been considered by the Management and you are appointed as Lecturer in CSE / IT Department of this college subject to the following terms and conditions.

You will be paid monthly consolidated salary of Rs.12,513/- (Rupees Twelve thousand Five hundred and thirteen only) for a period of one year.

As per the present practice, you will be provided free transport and also free lunch at the College premises.

You will governed by the rules and regulations framed/amended by the College Management from time to time. Casual Leave will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will assess your performance and if it is satisfied you will be considered for regularization in the proper scale of pay.

The Management expects you to carry out all the assignments relevant to your position.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a Lecturer, you will abide by all rules and regulations of the College, including dress code if any, and be a role model to the students.

Contd..2

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete the entire assignment assigned to you during the semester and complete the same before getting relieved.

The Management expects two months prior notice for leaving the College, to make alternative arrangements so that students do not suffer for want of a teacher.

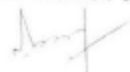
You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Engineering College, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on 03.07.06.

The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.



J. RAVI
Managing Trustee

5/7/06

To
Ms. R.Kannamma Sridharan
No. 1801 A, I' Block,
IInd Street,
AnnaNagar West,
Chennai- 600 040.

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALKUPPAM, THIRUVALLUR-602 025.

Copy to :

- 1.The HOD
- 2.Pay Bill Clerk



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2000 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Arambiyal Kuppan, Chennai - 602 025, Tamilnadu.

Tel : 044-3767 3767, 3762 0512 Fax : 91-44-3767 3783

E-mail : admin@prathyusha.in / prathyusha12@dataone.in • Website : www.prathyusha.in

Proc.No. PITAM/PR13/2010

Date: 13.09.2010

Sub: **Ms.C.Kamatchi**- Appointed as Lecturer in Information Technology – Orders Issued
Ref : Her Resume Dated :30.08.2010

Ms.C.Kamatchi is appointed as Lecturer in the Department of Information Technology of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.8550/- plus all allowances in the scale of pay Rs.3000-275-11500 and her total emoluments is Rs. 21,729/-

As per the present practice, she will be provided free lunch and break fast at the college.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave will be as per the rules of the college.

The Management expects her to carry out all the assignments relevant to her position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a Lecturer, she will abide by the rules and regulations of the college, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd...

:2:

She is not permitted to resign in the middle of the semester. She should give two months prior notice or pay an amount equal to two months salary as compensation in lieu of notice period and she will be relieved at the end of the semester only. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the semester.

She can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of Principal/Management any untoward incidents noticed by her while in class, college premises or during her travel from city to college, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish you to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty on 13.09.2010.

The duplicate copy of the appointment order may please be signed in token of your acceptance of all the terms and conditions.

// By order of the Chairman //

By me
PRINCIPAL

13/9/10

To

Ms.C.Kamatchi
No.40c, Nellikaran street,
Thiruvottiyur
Chennai-19.

Received
c. kamatchi
13/9/10

Copy to : Individual file/Accounts Department

PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2008 Certified Institution
College Campus : Poonamallee - Tiruvallur Road, Aranvoyal Kuppan, Chennai - 602 025, Tamilnadu.
Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703
E-mail : admin@prathyusha.edu.in / prathyusha12@dataone.in * Website : www.prathyusha.edu.in

Proc.No:PITAM/PR13/2013

Date: 21.05.2013

Sub: Ms.M.Vanitha - Appointed as Sr.Assistant Professor in Computer Science and Engineering Department - Orders – Issued.

Ref: Her Resume Dated: 07.04.2013

Ms.M.Vanitha is appointed as Sr.Assistant Professor in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.19810/- + AGP Rs.7,000/- plus usual allowances in the Pay Band Rs.15600-39,100 + AGP Rs.7000 and her total emoluments is Rs.31,977/-

As per the present practice, she will be provided free lunch and breakfast at the college.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave can be availed as per the rules of the college.

The Management expects her to carry out all the assignments relevant to her position.


Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory in the college Campus and during travel from City to College.

As a Sr.Assistant Professor, she will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd.....

Received on 5/6/13


Received
M. P. P.
5/6/13

She should work in this institution at least for one year. In case, if she leaves before the completion of one year, she has to make the repayment of salary as indicated below.

1. Repayment amounts to full salary received right from the date of joining to the date of getting relieved, if she is leaving within one year.
2. She is not permitted to resign in the middle of the academic year.
3. If she desires to leave after completion of 1 year, she should give 3 months notice or three months gross salary towards compensation of notice period. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the academic year.

She can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of the Principal / Management any untoward incidents noticed by her while in class, college premises or during her travel from City to College, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty immediately.

She is requested to sign in the duplicate copy of the appointment order in token of her acceptance of all the terms and conditions.

She is requested to join duty on 1st week of June 2013.

\\ By order of the Chairman //


PRINCIPAL

To

Ms.M.Vanitha
5A, Ganapathy Nagar,
Pallikaranai
Chennai - 100.

Copy to : Individual file / Accounts Department


21/5/13

PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2008 Certified Institution
College Campus : Poornamallee - Tiruvallur Road, Aranvoyal Kuppam, Chennai - 602 025, Tamilnadu.
Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703
E-mail : admin@prathyusha.edu.in / prathyusha12@dataone.in • Website : www.prathyusha.edu.in

Proc.No:PITAM/PR13/2012

Date: 21.05.2013

Sub: Mr.K.Shankar – Appointed as Sr. Assistant Professor in Computer Science and Engineering Department - Orders – Issued.

Ref: His Resume Dated: 07.04.2013

Mr.K.Shankar is appointed as Sr. Assistant Professor in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

He will be paid a basic pay of Rs.19210/- + AGP Rs.7,000/- + professional allowances in the Pay Band Rs. 15600-39100 + AGP Rs. 7,000 and his total emoluments is Rs.31,300/-

As per the present practice, he will be provided free lunch and breakfast at the college.

He will be governed by the rules and regulations framed and amended by the College Management from time to time. Casual leave can be availed as per the rules of the college.

The Management expects him to carry out all the assignments relevant to his position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory in the college Campus and during travel from City to College.

As a Sr.Assistant Professor, he will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd.....

He should work in this institution at least for one year. In case, if he leaves before the completion of one year, he has to make the repayment of salary as indicated below.

1. Repayment amounts to full salary received right from the date of joining to the date of getting relieved, if he is leaving within one year.
2. He is not permitted to resign in the middle of the academic year.
3. If he desires to leave after completion of 1 year, he should give 3 months notice or three months gross salary towards compensation of notice period. It is his responsibility to complete the entire assignment assigned to him during the semester and get relieved at the end of the academic year.

He can use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

He should bring to the notice of the Principal / Management any untoward incidents noticed by him while in class, college premises or during his travel from City to College, etc.

While inviting him to join as faculty of our Prathyusha Institute of Technology and Management, we wish him to become a team member of our knowledge bank, to impart quality technical education to students by discharging his duty sincerely.


He is advised to submit all the original degree certificates of his qualification and experience to the Principal immediately for verification and report for duty immediately.

He is requested to sign in the duplicate copy of the appointment order in token of his acceptance of all the terms and conditions.

He is requested to join duty on 1st week of June 2013.

\\ By order of the Chairman //

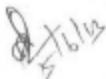

PRINCIPAL

To  2/5/13

Mr.K.Shankar
4/30B, Sivagakthi Nagar, Pudupet road,
Thirupattur,
Vellore - 635 001.

Copy to : Individual file / Accounts Department

 3/6/13

Received on 5/6/13




PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by All India Council for Technical Education (AICTE) New Delhi. Affiliated to Anna University, Chennai

College Campus : Poonamallee-Tiruvallur Road, Aranvoyal Kuppam, Tiruvallur 602 025. Tamilnadu.

Tel: 044-27620512, 27620521, 27620450 Fax: 91-44-27620331

E-mail : prathyusha12@dataone.in • Web : www.prathyusha.in

Proc. No.: PITAM/PR13/2008-09

Date:18.06.2008

Sub : Appointment as **Lecturer in Computer Science and Engineering Department - reg.**

Ref: Your Resume Dated :04.05.08

Ms.N. Sri Priya, is informed that her application for the post of Lecturer has been considered by the Management and you are appointed as **Lecturer in Computer Science and Engineering Department** of this college subject to the following terms and conditions.

You will be paid a basic pay of Rs.8000/- plus usual allowances in the scale of Rs. 8000- 275 -13500 and your total emoluments is Rs.15,290/-.

As per the present practice, you will be provided free transport and also free lunch at the College premises.

You will be governed by the rules and regulations framed/amended by the College Management from time to time. Casual Leave will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will assess your performance and if it is satisfied you will be considered for regularization.

The Management expects you to carry out all the assignments relevant to your position.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a **Lecturer**, you will abide by all rules and regulations of the College, including dress code if any, and be a role model to the students.

Contd. 2

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete the entire assignment assigned to you during the semester and complete the same before getting relieved.

The Management expects two months prior notice or to pay an amount equal to two months salary as compensation in lieu of notice period and you will be relieved at the end of the semester only

You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Prathyusha Institute of Technology and Management, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on 18.06.2008.

The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.

18/6/08

To
Ms. N. Sripriya
753, Block V
Mugappair (W)
Chennai-37.

18/6/08
N. Sripriya

PRINCIPAL
18.6.08

Copy to :

Accounts Department/Individual file.

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALKUPPAM, THIRUVALLUR-602 025.



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2000 Certified Institution
College Campus - Poonamallee - Tiruvallur Road, Aramboyal Kuppan, Chennai - 602 025, Tamilnadu.
Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703
E-mail : admin@prathyusha.in / prathyusha12@datazone.in • Website : www.prathyusha.in

Proc. No: PITAM/PR13/2012

Date: 25.08.2012

Sub: Ms.K.P. Revathi - Appointed as Lecturer in Computer Science and Engineering
Department - Orders - Issued.

Ref: Her Resume Dated: 21.08.2012

Ms.K.P. Revathi is appointed as Lecturer in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.15600+AGP Rs.6,000/- plus all allowances in the Lecture scale of pay Rs. 15600-39100 +AGP Rs.6000 and her total emoluments is Rs.25,394/-

As per the present practice, she will be provided free lunch and break fast at the College.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave will be as per the rules of the College.

The Management expects her to carry out all the assignments relevant to her position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory, in the College Campus and during travel from City to College.

As a Lecturer, she will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Received
25/8

Contd...

She should work in this institution at least for one year. She should give an undertaking to this effect. In case, if she leaves before the completion of one year, the faculty has to make the repayment of salary as indicated below.

1. Repayment amounts to full salary received right from the date of joining to the date of getting relieved, if she is leaving within one year.
2. She is not permitted to resign in the middle of the semester.
3. If she desires to leave after completion of 1 year she should give 3 months notice or three months gross salary towards compensation of notice period. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the semester.

She can use all the College equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of the Principal/Director/Management any untoward incidents noticed by her while in class, College premises or during her travel from City to College, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty immediately.

She is requested to sign in the duplicate copy of the appointment order in token of her acceptance of all the terms and conditions.

She is requested to join on 25.08.2012.

// By order of the Chairman //


PRINCIPAL i/c.

To
Ms.K.P.Revathi,
Sri Venkateswara Complex,
4/707/A GNT Road,, Padiyamallur,
Chennai - 600 052.
Copy to: Individual file

PRINCIPAL
PRATHYUSHA INSTITUTE OF
TECHNOLOGY AND MANAGEMENT
ARANVOYALKUPPUSI, ARANUVALLUR-602 025.


25/8/12



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Where learning never stops

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA)
ISO 9001 : 2000 Certified Institution

College Campus : Poonamallee - Tiruvallur Road, Aranvoyal Kuppam, Chennai - 602 025. Tamilnadu.

Tel : 044-3767 3767, 2762 0512 Fax : 91-44-3767 3703

Proc. No: PITAM/PR/2012
Date: 25.08.2012

Sub: Ms.J. Omana - Appointed as Lecturer in Information Technology Department –
Orders – Issued.

Ref: Her Resume Dated: 21.08.2012

Ms.J. Omana is appointed as Lecturer in the Department of Information Technology of this college subject to the following terms and conditions.

She will be paid a basic pay of Rs.15600+AGP Rs.6,000/- plus all allowances in the Lecture scale of pay Rs. 15600-39100 +AGP Rs.6000 and her total emoluments is Rs.25,394/-

As per the present practice, she will be provided free lunch and break fast at the College.

She will be governed by the rules and regulations framed / amended by the College Management from time to time. Casual leave will be as per the rules of the College.

The Management expects her to carry out all the assignments relevant to her position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory, in the College Campus and during travel from City to College.

As a Lecturer, she will abide by the rules and regulations of the College, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

Contd....

Received
J. Omana
25.8.12.

:2:

She should work in this institution at least for one year. She should give an undertaking to this effect. In case, if she leaves before the completion of one year, the faculty has to make the repayment of salary as indicated below.

1. Repayment amounts to full salary received right from the date of joining to the date of getting relieved, if she is leaving within one year.
2. She is not permitted to resign in the middle of the semester.
3. If she desires to leave after completion of 1 year she should give 3 months notice or three months gross salary towards compensation of notice period. It is her responsibility to complete the entire assignment assigned to her during the semester and get relieved at the end of the semester.

She can use all the College equipments properly with due diligence and ensure safety and take proper care at all times.

She should bring to the notice of the Principal/Director/Management any untoward incidents noticed by her while in class, College premises or during her travel from City to College, etc.

While inviting her to join as faculty of our Prathyusha Institute of Technology and Management, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.

She is advised to submit all the original degree certificates of her qualification and experience to the Principal immediately for verification and report for duty immediately.

She is requested to sign in the duplicate copy of the appointment order in token of her acceptance of all the terms and conditions.

She is requested to join on 25.08.2012.

// By order of the Chairman //


PRINCIPAL i/c.

To

Ms.J. Omana,
No. 10/6, John Vasu Street, MMC,
Chennai - 600 051.
Copy to: Individual file

25/8
25/8/12



PRATHYUSHA
INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by All India Council for Technical Education (AICTE) New Delhi. Affiliated to Anna University, Chennai

College Campus : Poonamallee-Tiruvallur Road, Aranvoyal Kuppam, Tiruvallur 602 025. Tamilnadu.

Tel: 044-27620512, 27620521, 27620450 Fax: 91-44-27620331

E-mail : prathyusha12@dataone.in • Web : www.prathyusha.in

Proc. No.: PITAM/PR13/2008-09

Date: 18.06.2008

Sub : Appointment as **Lecturer** in **Computer Application Department –reg.**

Ref: Your Resume Dated : 30.03.08

Ms. M.D.Boomija, is informed that her application for the post of **Lecturer** has been considered by the Management and you are appointed as **Lecturer** in **Computer Application Department** of this college subject to the following terms and conditions.

You will be paid a basic pay of Rs. **8,000/-** plus usual allowances in the scale of Rs. 8000 – 275 – 13500 and your total emoluments is Rs. 12,000 /- ✓

As per the present practice, you will be provided free transport and also free lunch at the College premises.

You will be governed by the rules and regulations framed/amended by the College Management from time to time. Casual Leave will be as per the rules of the College and at the discretion of Principal/Managing Trustee.

You will be on probation for a period of one year from the date of appointment. On successful completion of one year, the Principal along with committee appointed by the Management will assess your performance and if it is satisfied you will be considered for regularization.

The Management expects you to carry out all the assignments relevant to your position.

If necessary, extra classes are to be conducted to the weak students and ensure all the students understand /assimilate the complete subject.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

As a **Lecturer**, you will abide by all rules and regulations of the College, including dress code if any, and be a role model to the students.

Contd..2

The College Management specially emphasizes on the discipline, quality of teaching, regular attendance from teaching faculty.

In case you decide to leave the services of the College, you cannot do so in the middle of Semester. It is your responsibility to complete the entire assignment assigned to you during the semester and complete the same before getting relieved.

The Management expects two months prior notice or to pay an amount equal to two months salary as compensation in lieu of notice period and you will be relieved at the end of the semester only

You will use all the College equipment properly with due diligence and ensure safety and take proper care at all times.

You will bring to the notice of Principal/Management any untoward incidents noticed by you while in class, College premises or during your travel from City to College, etc.

While inviting you to join the faculty of our Prathyusha Institute of Technology and Management, we wish, you will become a part and parcel of our knowledge bank. You will make the dream of Management, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original certificates of qualification, experience, etc to the Principal immediately for verification and report for duty on **18.06.2008**.

The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.

18/6/08

To

Ms. M.D. Boomija
S4, Srivatsa Apartments,
196, M.T.H. Road,
Ambattur,
Chennai - 53.

Received
M.D. Boomija
18/6/08

18/6/08
PRINCIPAL
18.6.08

Copy to :

Accounts Department.



PRATHYUSHA ENGINEERING COLLEGE

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA), ISO 9001 : 2008 Certified Institution

Proc.No:PEC /2017

NAAC accredited A Grade Institution

Date: 01.09.2017

Sub: **Ms.K.Sornalatha** Appointed as Assistant Professor in Computer Science and Engineering
Department - Orders – Issued.

Ref: Her Resume Dated:- 15.05.2017

Ms. K.Sornalatha is appointed as Assistant Professor in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

1. She will be paid a consolidated pay of Rs.15,000/- per month
2. The appointment shall take effect from the date of his joining duty.
3. Her appointment shall be on regular basis and she shall be placed on probation for two years with in a continuous period of three years.
4. During the period of probation her performance will be closely watched by the management and if it is not found satisfactory the probation will be extended / terminated and she will be discharged from service immediately without notice period.
5. After two years of service her Academic performance and other related activities will also be closely monitored by the management and if it is not found satisfactory, his/her service will be terminated immediately without notice period and also she will be discharged from service/duties immediately.
6. During service if staff found not suitable for service due to various reasons like display of bad conduct, irregular to duties and responsibilities , involving in disciplinary activities will be terminated immediately without notice period and also she will be discharged from service.
7. She shall work under the supervision and guidance of the Head of the department/authorities concerned from time to time.
8. She shall perform such other duties as may be assigned by the Head of the Department / authorities concerned, from time to time.
9. She shall teach the UG/PG students and guide the projects/research.
10. She will be governed by the rules and regulations framed / amended by the College Management from time to time.

Contd.....

are followed by the students while in the class/laboratory in the college Campus and during travel from City to College and any untoward incidents noticed, the faculty should report to the Principal.

14. The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendance from teaching faculty.
15. She shall resign his faculty position after giving three months notice or by remitting three months salary in lieu thereof.
16. **She will not be relieved during the academic session of the year. It is her responsibility to complete the entire assignment assigned to during the semester and get relieved at the end of the academic year.**
17. She shall submit the enclosed data sheet duly filled in and signed.
18. She will be in the whole time employment of the College and will not engage herself directly or indirectly without the prior permission in writing from the Management in any trade, business, services not shall undertake any activities which are contrary to or inconsistent with the Management's interests.
19. While inviting her to join as faculty of the Prathyusha Engineering College, we wish her to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.
20. If the above terms and conditions are acceptable to her, she shall express her willingness to accept the offer of appointment by resubmitting the duplicate copy of the proceedings, duly signed the declaration thereof on or before 01.09.2017.
21. She shall join duty on or before 01.09.2017 failing which this order of appointment shall stand cancelled automatically without further notice. However request for extension of time for joining duty for valid reasons will be considered on merit.

Principal

PRINCIPAL

To

Ms.K.Sornalatha ,
8/201, Seegam patti, Pudhupatty,
Kalithalai-639 105,
Karur.

Copy to: Individual file/Accounts Section



PRATHYUSHA ENGINEERING COLLEGE

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA), ISO 9001 : 2008 Certified Institution
NAAC accredited A Grade Institution

Proc.No:PEC/PR13/2016

Date: 12.08.2016

Sub: Mr.N. Subrahmanyam - Appointed as Assistant Professor in Computer Science and Engineering Department - Orders – Issued.

Ref: His Resume Dated: 20.05.2016.

Mr. N. Subrahmanyam is appointed as Assistant Professor in the Department of Computer Science and Engineering of this college subject to the following terms and conditions.

1. He will be paid a consolidated Salary of Rs.13,000/- per month.
2. The appointment shall take effect from the date of his joining duty.
3. His appointment shall be on regular basis and he shall be placed on probation for two years with in a continuous period of three years.
4. During the period of probation his performance will be closely watched by the Management and if it is not found satisfactory the probation will be extended / terminated and he will be discharged from service immediately without notice period.
5. He shall work under the supervision and guidance of the Head of the department/authorities concerned from time to time.
6. He shall perform such other duties as may be assigned by the Head of the Department / authorities concerned, from time to time.
7. He shall teach the UG/PG students and guide the projects/research.
8. He will be governed by the rules and regulations framed / amended by the College Management from time to time.
9. The Management expects him to carry out all the assignments relevant to her position.
10. Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examinations.

Contd...

He shall submit the enclosed data sheet duly filled in and signed.

He shall not shall undertake any activities which Management's intellectual faculty of the Perambalur Engineering College, we wish him to become a member of our knowledge bank, to impart quality technical education to become a quality technician.

Sincerely,
Principal

If the above terms and conditions are acceptable to her, he shall accept the offer of appointment.

PRINCIPAL

To

Mr. N. Subrahmanyam,
No. 38, Janaki Nagar,
Opposite to Jaya Schools,
Thiruninravur,
Thiruvallur- 602 024

Copy to: Accounts Section

Declaration

I ----- hereby accept
the above terms and conditions.

Date:

Signature

11. It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/laboratory in the college Campus and during travel from City to College and any untoward incidents noticed, the faculty should report to the Principal.
12. The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendance from teaching faculty.
13. He shall resign his faculty position after giving three months notice or by remitting three months salary in lieu thereof.
14. **He will not be relieved during the academic session of the year. It is his responsibility to complete the entire assignment assigned to during the semester and get relieved at the end of the academic year.**
15. He shall submit the enclosed data sheet duly filled in and signed.
16. He will be in the whole time employment of the College and will not engage herself directly or indirectly without the prior permission in writing from the Management in any trade, business, services not shall undertake any activities which are contrary to or inconsistent with the Management's interests.
17. While inviting him to join as faculty of the Prathyusha Engineering College, we wish him to become a team member of our knowledge bank, to impart quality technical education to students by discharging her duty sincerely.
18. If the above terms and conditions are acceptable to her, he shall express his willingness to accept the offer of appointment, by resubmitting the duplicate copy of the proceedings, duly signed the declaration thereof on or before 20.06.2016.
19. He shall join duty on or before 20.06.2016 failing which this order of appointment shall stand cancelled automatically without further notice. However request for extension of time for joining duty for valid reasons will be considered on merit.


PRINCIPAL

To

Mr. N. Subrahmanyam,
No. 38, Janaki Nagar,
Opposite to Jaya Schools,
Thiruninravur,
Thiruvallur- 602 024

Copy to: Accounts Section

<u>Declaration</u>	
I ----- hereby accept the above terms and conditions.	
Date:	Signature



PRATHYUSHA ENGINEERING COLLEGE

Approved by AICTE & Affiliated to Anna University, Accredited by National Board of Accreditation (NBA), ISO 9001 : 2008 Certified Institution

Proc. No: PEC /2017

Date: 23.01.2017

Sub: Mr.A.Subba Rayudu Appointed as Assistant Professor in Computer Science and
Engineering Department – Orders – Issued,
Ref: His Resume Dated, 25.12.2016

Mr.A.Subba Rayudu is appointed as Assistant Professor in the Department of Civil Engineering of this college subject to the following terms and conditions.

1. He will be paid a Basic pay of Rs.16,250/- plus usual allowance in the scale of Rs. 15000-39100+AGP 6000 and total emoluments is Rs.27,438/- per month.
2. The appointment shall take effect from the date of his joining duty.
3. His appointment shall be on regular basis and he shall be placed on probation for two years with in a continuous period of three years.
4. During the period of probation his performance will be closely watched by the management and if it is not found satisfactory the probation will be extended / terminated and he will be discharged from service immediately without notice period.
5. After two years of service his Academic performance and other related activities will also be closely monitored by the management and if it is not found satisfactory, his/her service will be terminated immediately without notice period and also he will be discharged from service/duties immediately.
6. During service if staff found not suitable for service due to various reasons like display of bad conduct, irregular to duties and responsibilities, involving in disciplinary activities will be terminated immediately without notice period and also he will be discharged from service.
7. He shall work under the supervision and guidance of the Head of the department/authorities concerned from time to time.
8. He shall perform such other duties as may be assigned by the Head of the Department / authorities concerned, from time to time.
9. He shall teach the UG/PG students and guide the projects/research.
10. He will be governed by the rules and regulations framed / amended by the College Management from time to time.

Contd.....

- 11. The Management expects him to carry out all the assignments relevant to his position
- 12. Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and secure high pass percentage in the University Examinations
- 13. It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the College are followed by the students while in the class/lab/atory in the college campus and during travel from City to College and any untoward incidents noticed, the faculty should report to the Principal.
- 14. The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendance from teaching faculty.
- 15. He shall resign his faculty position after giving three months notice or by resubmitting three months salary in lieu thereof.
- 16. He will not be relieved during the academic session of the year. It is his responsibility to complete the entire assignment assigned to during the semester and get relieved at the end of the academic year.
- 17. He shall submit the enclosed data sheet duly filled in and signed.
- 18. He will be in the whole time employment of the College and will not engage himself directly or indirectly without the prior permission in writing from the Management in any trade, business, services nor shall undertake any activities which are contrary to or inconsistent with the Management's interests.
- 19. While inviting him to join as faculty of the Prathyusha Engineering College, we wish him to become a team member of our knowledge bank, to impart quality technical education to students by discharging his duty sincerely.
- 20. If the above terms and conditions are acceptable to him, he shall express his willingness to accept the offer of appointment by resubmitting the duplicate copy of the proceedings, duly signed the declaration thereof on or before 25.01.2017.
- 21. He shall join duty on or before 25.01.2017 failing which this order of appointment shall stand cancelled automatically without further notice. However request for extension of time for joining duty for valid reasons will be considered on merit.

// By order of the Chairman //

AUTHORIZED SIGNATORY

P. V. M.

To
 Mr. A. Subba Raju
 5/11, Pillayar Kovil street
 Tirumakurur, Chennai
 Copy to: Accounts Section

Declaration	
I <i>(Signature)</i> hereby accept the above terms and conditions.	
Date:	Signature:



PRATHYUSHA

INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Touching many lives

Approved by All India Council for Technical Education (AICTE) New Delhi. Affiliated to Anna University, Chennai

College Campus : Poonamallee-Tiruvallur Road, Aranzoyal Kurugom, Chennai - 602 025. Tamilnadu.

Tel: 044-3767 3767, 27620512, 27620521 Fax: 91-44-27620331

E-mail : admin@prathyusha.in / prathyusha12@dataone.in • Web : www.prathyusha.in

Proc.No. PITAM/PR13/2009- 2010

Date : 22.06.2009

Sub : Appointment as Lecturer in Information Technology Department – Reg.

Ref : Your Resume Dated : 04.06.2009

Mr. **I. Mohan** , is informed that his application for the post of Lecturer has been considered by the Management and you are appointed as Lecturer in Information Technology Department of this college subject to the following terms and conditions.

You will be paid a basic pay of Rs. 8,275/- plus Dearness allowances in the Lecturer scale of Rs. 8000 – 275 – 13,500 and your total emoluments is Rs. 16,757/-

As per the present practice, you will be provided free transport, free lunch and break fast at the college.

You will be governed by the rules and regulations framed/amended by the College Management from time to time. Casual leave will be as per the rules of the college and at the discretion of Principal.

You will be on probation for a period of two years from the date of appointment. On successful completion of two years, the Principal along with committee appointed by the Management will assess your performance and if it is satisfied your services will be regularized and you will be paid HRA, CCA and Medical Allowances.

The Management expects you to carry out all the assignments relevant to your position.

Extra classes are to be conducted for the weak students to ensure that all the students understand the subject completely and ensure high pass percentage in the University Examination.

It is the duty of the faculty to maintain discipline and ensure the rules and regulations of the college are followed by the students while in the class/laboratory, in the college campus and during travel from City to College.

Cont.....

As a Lecturer, you will abide by the rules and regulations of the college, including dress code and be a role model to the students.

The College Management specifically emphasizes on the academic discipline, quality of teaching, regular attendances from teaching faculty.

You are not entitled to resign in the middle of semester. You should give two months prior notice or pay an amount equal to two months salary as compensation in lieu of notice period and you will be relieved at the end of the semester only. It is your responsibility to complete the entire assignment assigned to you during the semester and get relieved at the end of the semester.

You shall use all the college equipments properly with due diligence and ensure safety and take proper care at all times.

You should bring to the notice of Principal/Management any untoward incidents noticed by you while in class, college premises or during you travel from city to college, etc.

While inviting you to join as faculty of our Prathyusha Institute of Technology and Management, we wish you to become a team member of our knowledge bank, to impart quality technical education to students by discharging your duty sincerely.

You are advised to submit all the original degree certificates of your qualification and experience certificates to the Principal immediately for verification and report for duty on 22.06.2009

The duplicate copy of the appointment order may please be signed in taken of your acceptance of all the terms and conditions.

To

[Signature]

Mr. I. Mohan
No. 22, Bazaar Street,
Thimmarajampettai,
Kanchipuram Dist.
Pincode : 631 601

[Signature]
PRINCIPAL
22/6/09

Copy to : Accounts Department

Received original

[Signature]