



# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

( Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka )  
Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P). Telefax:08258-262726

Email : principalalet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/ 2017-18/

04-10-2017

## Appointment Order

To,  
Dr.Roopalakshmi  
Vidyamanya Nagara  
Bangalore

Dear Madam,

**Sub:** Offer of Appointment as “ Professor” in the Dept of ISE- Reg

With reference to your application & the subsequent interview, the management is pleased to appoint you as “ Professor” in the Dept of ISE in our organization as per the terms & conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in a pay band of Rs.37,400-67,000/- with AGP Rs 10,000/- & the detail of pay is as follows: 6<sup>th</sup> pay Basic Rs.43,348 AGP Rs.10,000/-DA+ HRA@50%=Rs.53,348+26,674 Total Salary =Rs.80,022 & Phd Allowance Rs.15,000 Research Allowance Rs.22,200 Total Gross Salary=Rs.1,17,222 Per Month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with One Month notice on either side during Probationary period and Three Months notice on either side after confirmation, without interrupt the academic session.
8. You will join duty on or before 04.10.2017.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

Copy to:

1. HR, A.C.F.O

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

Dr.Mohan Alva  
Chairman





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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/ 2014-15 /2391 -

Date: 07.07.2015

## Appointment Order

To,  
Mr. Jayantkumar. A. Rathod  
B/o Lokesh.A. Rathod,  
Saraswati Nagar,Kunchanur Road,  
Jamkhandi Dist: Bagalkot-587301.

Dear Sir,

**Sub:** Offer of Appointment as ' Asso Professor' in the Dept of ISE-Reg.

With reference to your application &the subsequent interview, your consent letter, the management is pleased to appoint you as 'Asso Professor' in the Dept of ISE- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay Scale as per revised AICTE norms in a pay band of Rs.37400-67000/- with an AGP of Rs.8000/-& the details of pay is as follows:  
6<sup>th</sup> pay basic Rs33260/-+AGP Rs.8000/-+DA+HRA@40%=Rs16504/- Total Gross Salary=Rs.57764/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal,HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation.
8. You will join duty on or before **15<sup>th</sup> July 2015**.

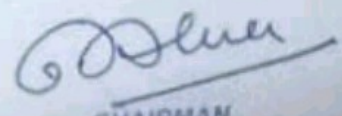
If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. H R
2. A/C, F.O

  
PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

  
CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)  
MOODBIDRI - 574 227 (D.K.)





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Phone : 08258-262724 (O), 262725 (P), Telefax 08258-262726

AIET/HR/ 2017-18/514 Email : principalalet08@gmail.com, Web : www.aiet.org.in

Date: 25.07.2017

## Appointment Order

To,

Mr. Manjunath H.R

C/O Narayan Naik

Shruthi Nilaya, Cross Maruthi Nagara

Dear Sir,

**Sub:** Offer of Appointment as 'Sr. Asst. Professor-Grade 1' in the Dept of ISE Engg-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as **Sr. Asst. Professor-Grade 1** in the Dept of ISE Engg in our organization as per the terms & conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay Scale as per revised AICTE norms in a pay band of **Rs.33,260-65,660/- with an AGP of Rs.8000/- & the details of pay is as follows:**  
**6<sup>th</sup> pay basic Rs.33,260/- + AGP Rs.8000/- + DA + HRA @ 50% = Rs.20,630/- Total Gross Salary = Rs.61,890/- per month.**
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
9. You will join duty on or before **1<sup>st</sup> July 2017**

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. H R

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

Dr. Mohan Alva

CHAIRMAN

ALVA'S EDUCATION FOUNDATION  
MOODBIDRI - 574 227 (D.K.)



# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/A2/2010-11/ 1362

Date: 08-06-2010

## Appointment Order

To,

Mr. Sudarshana Kerenalli  
#1144, 14<sup>th</sup> Ward,  
Behind Palace  
Ashoka Colony, Sandur-583119  
Bellary.

Dear Sir,

**Sub:** Offer of Appointment as **Senior Lecturer** in the Dept. of **Information Science & Engg -Reg**

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as **Senior Lecturer** in Dept. of **Information Science & Engg** branch in our organization as per the terms and conditions mentioned below:

1. You will be paid a basic salary as per AICTE scale of Rs 10325/- + 110% DA + 10% HRA (Total salary of Rs 22715/-per month) in the grade of Rs 10000- 325-15200.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with three months notice on either side.
9. You will join duty on or before 1<sup>st</sup> August 2010.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. Est. Sec
2. AO/FO

  
PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225



Chairman

Alva's Education Foundation (R)  
MOODBIDRI - 574 227 D K





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(An ISC 9001:2008 Certified Institute)

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

AIET/HR/ 2013-14-1535

Date: 13.05.2014

## Appointment Order

To,  
Ms.Divya Ravi N  
W/o Mr.Sandesh T S, Thachappilly House  
Thrissur  
Kerala-680619

Dear Madam,

**Sub:** Offer of Appointment as 'Assistant Professor' in the Dept of ISE-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as **Assistant Professor** in the Dept of ISE- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of Rs.21600/-per month till the completion of M.Tech.However 6<sup>th</sup> pay with AGP in a pay band of Rs.15600-39100/- will be paid after completion of M.Tech as indicated here: 6<sup>th</sup> pay basic Rs17093/-+AGP Rs.6000/-+DA+HRA@30%=Rs6927/- Total Gross Salary=Rs.30020/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal,HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
9. You will join duty on or before **21<sup>st</sup> July 2014**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

Copy to:

1.H R

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)  
MOODBIDRI - 574 227 (D.K.)

PRINCIPAL

Alva's Institute of Engg. & Technology,  
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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/A2/2011-12/ 2940

Date: 02-07-2011

## Appointment Order

To,

**Mr. Santhosh S**  
2/38, Poonapalli Village  
Peddabelagondapalli Post  
Hosur Taluk, Krishnagiri D.K  
Tamilnadu Sate-635114.

Dear Sir,

**Sub:** Offer of Appointment as **Lecturer** in the Dept. of CSE/Reg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as **Lecturer** in Dept. of **Computer Science & Engg** in our organization as per the terms and conditions mentioned below:

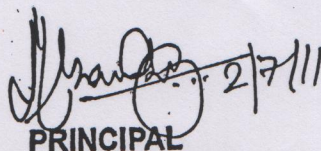
1. You will be paid a consolidated salary of **Rs.18,000/-**(Eighteen Thousand only) per month during the probationary period.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with **three months** notice on either side.
9. You will join duty on or before **1<sup>st</sup> August 2011**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

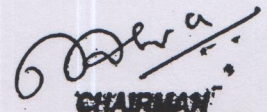
Copy to:

1. Est. Sec
2. AO/FO

  
PRINCIPAL

  
PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225, D.K.

  
CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)  
MOODBIDRI - 574 227 (D.K.)





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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726.

Email : principalalet08@gmail.com, Web:www.alet.org.in

Ref: AIET/A2/2011-12/5620

Date: 09-11-2011

## Revised Appointment Order

To,

**Mr. Santhosh S**  
2/38, Poonapalli Village  
Peddabelagondapalli Post  
Hosur Taluk, Krishnagiri D.K.  
Tamilnadu State-635114.

Dear Sir,

**Sub: Revised Appointment as Lecturer in the Dept. of ISE. – Reg**

In continuation of your earlier appointment order, Ref: AIET/A2/2011-12/2940, Dated: 02-07-2011, the management is pleased issue a **revised appointment order** to you as **Lecturer** in Dept. of **Information Science & Engg** considering your previous company experience as per the terms and conditions of institute mentioned below:

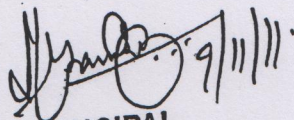
1. You will be paid a consolidated salary of **Rs.20,000/-** (Rupees Twenty Thousand only) per month during the probationary period.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with **three months** notice on either side.
9. This office order will be effective from **1<sup>st</sup> October 2011**.


Copy to:


1. Est. Sec

2. AO/FO

3. *Personal file*

  
**PRINCIPAL**  
Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

  
**CHAIRMAN**  
ALVA'S EDUCATION FOUNDATION (R)  
MOODBIDRI - 574 227 (D.K.)

  
**PRINCIPAL**  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.



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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/HR/2017-18/554

Date: 16/01/2018

## RELIEVING ORDER

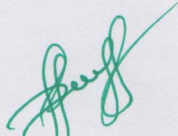
Ref: Resignation Letter, Dated: 16/01/2018

Mr.Santhosh S 'Assistant Professor' in the Department of 'Information Science & Engineering' of this institute has been relieved from all his duties on 16<sup>th</sup> January 2018 after close of working hours.

He is having ability to work independently & honestly. We wish best of luck for his future endeavors.

### Copy to:

1. Concerned
2. Personal file
3. H.R. Section
4. HOD of ISE Dept
5. A/C section. F/O
6. Library.
7. A/O

  
PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.



PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225





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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalalet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/A2/2011-12/6323

Date: 03-07-2012

## Appointment Order

To,

Mrs. Swapnalaxmi K  
Sri Laxmi Nilaya,  
PO Kodlamogaru,  
Via Manjeshwara  
Kasaragod,  
Kerala- 671323

Dear Sir,

**Sub:** Offer of Appointment as **Lecturer** in the Dept. of ISE. – Reg

With reference to your application & the subsequent interview, and also based our offer letter and your consent letter, the management is pleased to appoint you as **Lecturer** in Dept. of **Information Science & Engg** in our organization as per the terms and conditions mentioned below:

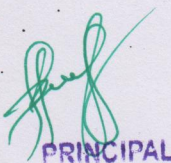
1. You will be paid a consolidated salary of Rs.21,600/- (Twenty <sup>one</sup> Thousand <sup>six Hundred</sup> only) per month during the probationary period.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed; otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your services will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel; but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the principal, HOD and your superiors from time to time.
7. You have to submit all the relevant original documents/certificates to the Principal at the time of joining.
8. Your appointment is terminable with **three months** notice on either side.
9. You will join duty on or before **25<sup>th</sup> July 2012**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

Copy to:

1. Est. Sec
2. AO/FO

No. of Corrections: 02. 6/7/12

  
PRINCIPAL

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.

  
CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)  
MOODBIDRI - 574 227 (D.K.)





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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

AIET/HR/ 2013-14-1536.

Date: 13.05.2014

## Appointment Order

To,  
Mrs.Suveeksha V Shetty  
w/o Roshan Shetty  
3<sup>rd</sup> Floor,Kamal rag Apartment  
Near Shalimar Community Hall  
Moodbidri,D.K

**Sub:** Offer of Appointment as 'Assistant Professor' in the Dept of ISE-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as 'Assistant Professor' in the Dept of ISE- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of Rs.20000/-per month till the completion of M.Tech.However 6<sup>th</sup> pay with AGP in a pay band of Rs.15600-39100/- will be paid after completion of M.Tech as indicated here: 6<sup>th</sup> pay basic Rs16420/-+AGP Rs.6000/-+DA+HRA@30%=Rs6726/- Total Gross Salary=Rs.29146/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time.
4. You shall maintain strict discipline.
5. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
6. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal,HOD and your superiors from time to time.
7. You have to submit all the relevant original documents /certificates to the principal at time of joining.
8. Your appointment is terminable with One Month notice on either side during Probationary period. Three Months notice on either side after confirmation
9. You will join duty on or before 21<sup>st</sup> July2014.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

Copy to:

1.HR

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225, D.K





# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

( Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi & Recognised by Government of Karnataka )

Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/ 2014-15/2427

Date: 13.07.2015

## Appointment Order

To,

Ms.Kaveri B Kari

D/o Basappa N Kari,

#4333, 6<sup>th</sup> cross, 17<sup>th</sup> main,

Vijayanagara, 2<sup>nd</sup> stage, Mysore-570017.

Dear Madam,

**Sub:** Offer of Appointment as 'Assistant Professor' in the Dept of 'ISE'-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as 'Assistant Professor' in the Dept of 'ISE'- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP of Rs6000/- & the details of pay is as follows: 6<sup>th</sup> pay basic Rs16420/- + AGP Rs.6000/- + DA + HRA @ 30% = Rs6726/- Total Gross Salary = Rs.29146/- per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with One Month notice on either side during Probationary period. Three Months notice on either side after confirmation
8. You will join duty on or before 20<sup>th</sup> July 2015.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the Principal.

Copy to:

1.H R

2. A/C, F.O

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

CHAIRMAN

ALVA'S EDUCATION FOUNDATION (R)  
PRINCIPAL MOODBIDRI - 574 227 (D.K.)

Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, D.K.





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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalalet08@gmail.com, Web:www.alet.org.in

Ref: AIET/HR/2017-18/654

Date:14/06/2018

## RELIEVING ORDER

Ref: Resignation Letter, Dated: 14/03/2018

Ms. Kaveri B Kari 'Assistant Professor' in the Department of 'Information Science and Engineering' of this institute has been relieved from all her duties on 14/06/2018 after close of working hours.

She is having ability to work independently & honestly. We wish best of luck for her future endeavors.

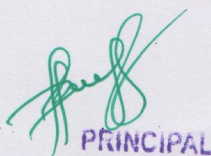
### Copy to:

1. Concerned
2. Personal file
3. H.R. Section
4. HOD of ISE Dept.
4. A/C section
5. Library
6. A/O, F/O.



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Phone : 08258-262724 (O), 262725 (P), Telefax:08258-262726

Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref:AIET/HR/ 2014-15/2424

Date: 13.07.2015

## Appointment Order

To,

Mr.Sharan Lionel Pais

Christa kiran house, Marody post

Belthangady Tq, Mangalore-574236

Dear Sir,

**Sub:** Offer of Appointment as 'Assistant Professor' in the Dept of 'ISE Engg'-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as 'Assistant Professor' in the Dept of 'ISE Engg'- in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of **Rs.20000/-** per month till the completion of M.Tech. However 6<sup>th</sup> pay with AGP in a pay band of Rs.15600-39100/- will be paid after completion of M.Tech as indicated here: 6<sup>th</sup> pay basic Rs16420/-+AGP Rs.6000/-+DA+HRA@30%=Rs6726/- Total Gross Salary=**Rs.29146/-** per month
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise your probationary period will be extended for a period of three months further. During the second probation period if your work and conduct are not found to be satisfactory, your service will be terminated without giving any notice.
3. You shall abide by the rules & regulations of the institution framed from time to time. You shall maintain strict discipline.
4. All your correspondence to the management shall be routed through proper channel, but you may send advance copies to the management if you wish.
5. Apart from teaching, you shall take up the other responsibilities such as curricular, extra-curricular and co-curricular activities, assisting in administration and any other duties assigned by the Principal, HOD and your superiors from time to time.
6. You have to submit all the relevant original documents /certificates to the principal at time of joining.
7. Your appointment is terminable with **One Month** notice on either side during Probationary period. **Three Months** notice on either side after confirmation
8. You will join duty on or before **20<sup>th</sup> July 2015**.

If you agree to the above terms and conditions, please return the duplicate copy of this letter duly signed as a token of your acceptance or mail to the **Principal**.

**Copy to:**

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CHAIRMAN

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MOODBIDRI - 574 227 (D.K.)