



# 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/2015-16/266

Date: 28.07.2016

## Appointment Order

To,

Mr.P. Ramakrishna Chadaga  
Kurstubha Jaya Durga Compound  
Kannarpadi,Udupi-576103

Dear Sir,

Sub: Offer of Appointment as 'Dean' in the Dept of 'MBA'- Reg.

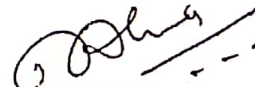
With reference to your application & the subsequent interview, the management is pleased to appoint you as 'Dean' in the Dept of 'MBA'-in our organization for One Year as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of Rs.60, 000/-per month till further order.
2. You will be available Three days in a week (Monday, Wednesday & Friday) and also your presence is necessary, whenever it is required for the institution.
3. You will be appointed as Dean From 1<sup>st</sup> August 2016 to 31<sup>st</sup> July 2017.
4. You shall abide by the rules & regulations of the institution framed from time to time.
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 should look after the academic work of MBA and any other duties as dean assigned by the Principal, and your superiors from time to time.
7. Your appointment is terminable with One Month notice on either side.
8. You will join duty on or before 01<sup>st</sup> August 2016.

If you agree to the above terms and conditions, as a token of your acceptance please mail to the Principal.

  
PRINCIPAL

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

  
CHAIRMAN

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

Copy to:

1.HR

2. Accounts, F.O

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

Ref: ALET/IR/2016-17/ 157

Date: 21-12-2016

## Appointment Order

Dr. R. Wranton Perez  
#23 North Raja Street,  
Tuticorin - 628001  
Tamilnadu.

Dear Sir,

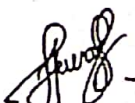
Sub: Offer of Appointment as Asso. Professor in the Dept. of M.B.A. - Reg

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as Asso. Professor in Dept. of M.B.A. in our organization as per the terms and conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in pay band of Rs.15,600/- 39,100/- with an AGP of Rs 8,000/- & the details of pay is as follows: 6<sup>th</sup> pay basic Rs. 33,260/- + AGP Rs.8,000/- + DA + HRA35% Rs.14,441/- + Phd Allowance Rs.10,000/-. Total Gross Salary=Rs.65,701/- 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 services 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 the 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. You can't leave the job in middle of the semester
8. You will join duty on or before 15<sup>th</sup> January 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:

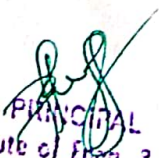
1. H.R...
2. Accounts/ FO

  
PRINCIPAL

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

  
PRINCIPAL

Alva's Education Foundation  
MOODBIDRI - 574 225 (D.K.)

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





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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/2017-18/ 520

01-08-2017

## Appointment Order

To,

Dr.Claret Pramila Elizabeth Mendonca

Kohindoor Kadri Temple Cross Road Mangalore

Dear Mam,

Sub: Offer of Appointment as "Associate. Professor" in the Dept of MBA- Reg

With reference to your application & the management is pleased to appoint you as "Associate. Professor" in the Dept of MBA 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.33,260-65,560 with AGP Rs.8,000/- & The details of pay is as follows: 6<sup>th</sup> pay basic Rs.34,498 AGP Rs.8000/- +DA+HRA@50%=Rs.21,249/- and Special Allowance Rs.10,000 Total Gross Salary=73,747 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 1<sup>st</sup> August 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:

I. H R, A/C, F.O

PRINCIPAL

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

Dr.Mohan Alva  
Chairman

CHAIRMAN

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





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

E-mail principalaiet08@gmail.com, Web www.aiet.org.in

Ref: AIET/HR/ 2017-18

Date: 20-9-2017

## Appointment Order

To,

Dr.G.V.Joshi

20292 Northcove0 Sq Cupertino CA 955014

USA

Dear Sir,

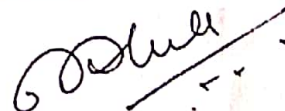
**Sub:** Offer of Appointment as ' Professor' in the Dept of 'MBA'-Reg.

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as ' Professor' in the Dept of 'MBA'- in our organization for one year( till 31 of August 2018) as per the terms & conditions mentioned below:


1. You will be paid a Consolidated Salary of Rs.50,000/-per month.
2. You shall abide by the rules & regulations of the institution framed from time to time.
3. 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, Dean and your superiors from time to time.
6. Your appointment is terminable with One Month notice on either side.
7. You will join duty on or before 20.09.2017.

Copy to:-

1. HR
2. A/C, F.O

  
Dr.Mohan Alva  
Chairman

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

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





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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/2015-16/ 24-5

Date: 29-01-2016

## Appointment Order

To,

Dr. Nagendra .S.  
S/o Sadananda Samagara,  
Murathangady, Darkas House, Sanoor Post,  
Karkala Tq. Udupi Dist: Pin: 574114  
Dear Sir,

**Sub:** Offer of Appointment as Sr.Asst. Professor in the Dept. of M.B.A. – Reg

With reference to your application & the subsequent interview, your consent letter, the management is pleased to appoint you as Sr.Asst.Professor in Dept. of M.B.A. in our organization as per the terms and conditions mentioned below:

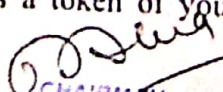
1. You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in pay band of Rs 15600-39100/- with an AGP of Rs 7000/- & the details of pay is as follows: 6<sup>th</sup> pay basic Rs. 27585/- + AGP Rs.7000/- + DA + HRA35% Rs.12105/-. Total Gross Salary =Rs.46689/- per month.
2. You will be 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 services 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.
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 **One Month** notice on either side during probationary period. **Three Months** notice on either side after confirmation. You can't leave the job in middle of the semester
9. You will join duty on or before **07<sup>th</sup> February 2016**. 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: I. H.R.2. Accounts/ FO

POCO

SHOT ON POCO F1

  
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

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

Ref: AIET/A2/2010-11/1597

Date: 30-07-2010

## Appointment Order

To,

Mrs. M.Shiny  
2/1109, Joseph Cottage  
Ezhil Nagar  
Iyer Bungalow  
Madurai-625014  
Tamil Nadu.

Dear Madam,

Sub: Offer of Appointment as Lecturer in Dept of MBA-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 the Dept. of MBA of our organization as per the terms and conditions mentioned below:

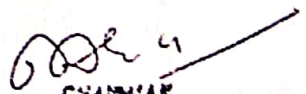
1. You will be paid a basic salary as per AICTE scale of Rs 8825/- + 110% DA + 10% HRA (Total salary of Rs 19415/-per month) in the grade of Rs 8000- 275-13500.
2. You will be on probation for a period of one year. Your work will then be reviewed and if found satisfactory, you will be confirmed, otherwise 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

 30/7/10  
PRINCIPAL

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

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

Accepted.  
sub  
04/08/2010

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





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

Phone:08258-262724, 262725 (Principal), Telefax:08258-262726,

Email : principalaiet08@gmail.com, ms\_govindgowda@yahoo.co.in, Web:www.alvas.org

Ref: AIET/A2/2008-09/483

Date: 13<sup>th</sup> July, 2009

## Appointment Order

To,

Mr. Dharmananda M  
Montadka House,  
Amaramudnoor Village,  
Sullia Taluk, D.K.Dist  
Karnataka State

Dear, Mr. Dharmananda M

**Sub:** Offer of Appointment as Lecturer for the MBA Program in AIET - Reg.

With reference to your application & the subsequent interview, and also based on your consent to our offer letter, the management is pleased to appoint you as Lecturer for the MBA Program 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 8275/- + D.A. 100% + HRA 10% (Total salary = Rs 17378/-) in the grade of Rs 8000-275-13500.
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 purely temporary and terminable with three month notice on either side.
9. You will join duty on or before 15<sup>th</sup> September 2009.

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.

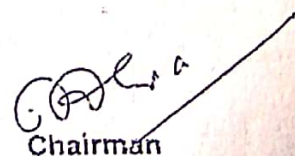
Copy to:

1. Est. Sec
2. AO/FO

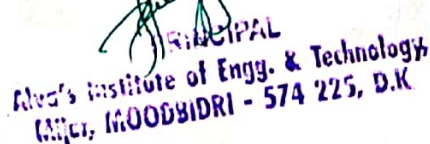
  
13/7/09

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.





## ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

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(An ISO 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 -1695

Date: 24.06.2014

### Appointment Order

To,

Ms.Reema Agnes Frank

Divine Grace, Behind Loretto Church,

Loretto Post, Bantwal Tq-574211

Dear Madam,

**Sub:** Offer of Appointment as 'Assistant Professor' in the Dept of M.B.A-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 M.B.A- in our organization as per the terms & conditions mentioned below:

1. You will be paid 6th pay Scale as per revised AICTE norms in a pay band of Rs.15600-39100/- with an AGP OF Rs.6000/= & the details of pay is as follows: 6<sup>th</sup> pay basic Rs17093/-+AGP Rs.6000/-+DA+HRA@30%=Rs6927/- Total Gross Salary=Rs30020/- 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

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

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

*[Signature]*  
PRINCIPAL  
Alva's Institute of Engg. & Technology,  
Mijar, MOODBIDRI - 574 225, 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/A2/2011-12/6119

Date: 15-06-2012

## Appointment Order

To,

Mr. Johnson Fernandes  
S/o. Antony Fernandes  
Hangajal House  
Near Paper Mill  
Koadangallu Post  
Moodbidri-574197

Dear Sir,

Sub: Offer of Appointment as Asst. Professor in the Dept. of MBA. - 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 Asst. Professor in Dept. of MBA in our organization as per the terms and conditions mentioned below:

1. You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in pay band of Rs 15600-39100/- with an AGP of Rs.6000/- & the details of pay is as follows: 6<sup>th</sup> pay Basic 15600+AGP+6000- Total Gross Salary =Rs.21,600/- 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 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

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/2017-18/577

01-02-2018

## Appointment Order

To,

Mr.Yogesh Dixit

Manipal.

Dear Madam,

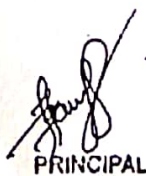
Sub:Offer of Appointment as 'Asst.Professor' in the Dept of MBA -Reg

With eference to your application & the subsequent interview,the management is pleased to appoint you as 'Asst. Professor' in the Dept.of MBA in our organization as per the terms & conditions mentioned below:

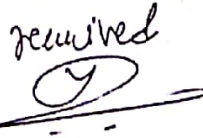
- 1.You will be paid 6<sup>th</sup> pay scale as per revised AICTE norms in a pay band of Rs.16,420+ AGP Rs.6,000/-& the detail of pay is as follows:6<sup>th</sup> pay Basic Rs.20,772 AGP Rs.6,000/- DA+HRA @30%=Rs.26,772+30% Total Gross Salary=Rs.34,804 Per month.
- 2.You will be on probation for a period 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 9<sup>th</sup> February 2018.

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:  
HR,A.C,F.O

  
PRINCIPAL

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

*received*  
  
09-03-18

  
Dr.Mohan Alva  
Chairman

  
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/2018-19/373

Date: 20.05.2019

## Appointment Order

To,

Mrs. Priya Jyothi Sequeira  
'Priya Villa', Moodperar Post,  
Mangalore - 574166

Dear Madam,

**Sub:** Offer of Appointment as 'Assistant Professor' in the Department of 'Business Administration' -Reg.

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

1. You will be paid a consolidated salary of Rs. 29,000/- 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, Dean 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 and Three Months notice on either side after confirmation, without interrupt the academic session.
8. You will join duty on or before 22<sup>nd</sup> May 2019.

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.

\*sr

Copy to:

1. H R, 2. Accounts , 3. F.O

  
PRINCIPAL

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

  
Chairman

Alva's Education Foundation (R)  
MOODBIDRI - 574227, 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/2018-19/301

Date: 31.01.2019

### Appointment Order

To,

Mrs. Maithri  
W/o Ananthashayana  
Srinikethana Nivasa  
Ashwathpura post  
Badagamijar village  
Mangalore Taluk

Dear Madam,

**Sub: Offer of Appointment as 'Senior Lecturer' in the Department of 'MBA' -Reg.**

With reference to your application & the subsequent interview, the management is pleased to appoint you as 'Senior Lecturer' in the Department of 'MBA'-in our organization as per the terms & conditions mentioned below:

1. You will be paid a consolidated salary of Rs. 20,000/- 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, Dean 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 and Three Months notice on either side after confirmation, without interrupt the academic session.
8. You will join duty on or before 01<sup>st</sup> February 2019.

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.

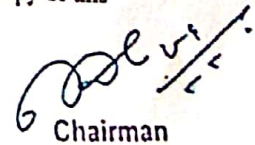
\*sr

Copy to:

1. H R, 2. Accounts, 3. F.O

  
PRINCIPAL

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

  
Chairman

Alva's Education Foundation (I)  
MOODBIDRI - 574227, D.K.





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

Ref: AIET/HR/2017-18/699

Date: 31/07/2018

## RELIEVING ORDER


Ref: Resignation Letter, Dated: 25/07/2018


Mr. Vidyadhara 'Lecturer' in the Department of 'MBA' of this institute has been relieved from all his duties on 31/07/2018 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 MBA Dept.
4. A/C section
5. Library
6. A/O, F/O.

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

*Received the original*  
  
31/7/18

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





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

Ref: AIET/HR/2017-18/697

Date: 31/07/2018

## RELIEVING ORDER

Ref: Resignation Letter, Dated: 28/06/2018

Dr. G Y Vishwanath 'Senior Associate Professor' in the Department of 'MBA' of this institute has been relieved from all his duties on 31/07/2018 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 MBA Dept.
4. A/C section
5. Library
6. A/O, F/O.

  
PRINCIPAL

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Mijar, MOODBIDRI - 574 225

*Recd for original*  
*31/7/18*

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

Ref: AIET/HR/2018-19/278

Date: 31/01/2019

## RELIEVING ORDER

Ref: Resignation Letter, Dated: 02/11/2018

Mr. Dharmananda M 'Assistant Professor' in the Department of 'Master of Business Administration' of this institute has been relieved from all his duties on 31/01/2019 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 MBA Dept.
4. A/C section
5. Library
6. A/O, F/O.

PRINCIPAL

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

*Revised  
Ahawnt*

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Mijar, MOODBIDRI - 574 225, D.K.





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

Ref: AIET/HR/2018-19/314

Date: 30/03/2019

## RELIEVING ORDER

Ref: Resignation Letter, Dated: 26/03/2019

Mr. P Ramakrishna Chadaga 'Dean' in the Department of 'Business Administration' of this institute has been relieved from all his duties on 30/03/2019 after close of working hours.

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

PRINCIPAL

Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574.225

\*sr

### Copy to:

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

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

Ref: AIET/HR/2018-19/329

Date: 27/04/2019

## RELIEVING ORDER

Ref: Resignation Letter, Dated: 01/03/2019

Dr. R Wranton Perez 'Associate Professor' in the Department of 'Business Administration' of this institute has been relieved from all his duties on 27/04/2019 after close of working hours.

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

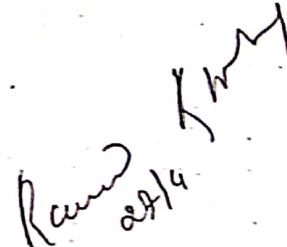
  
PRINCIPAL

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

\*SR

### Copy to:

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

  
27/4

  
PRINCIPAL

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

Ref: AIET/HR/2018-19/396

Date: 25/06/2019

## Relieving Order and Experience Certificate

Ref: Resignation Letter, Dated: 25/03/2019

Mrs. M Shiny 'Assistant Professor' in the Department of 'Business Administration' of this institute has been relieved from all her duties on 25/06/2019 after close of working hours.

She has worked in the Department of 'Business Administration' of this institute, as 'Lecturer' from 12/08/2010 to 31/07/2011 and as 'Assistant Professor' from 01/08/2011 to 25/06/2019. Her character and conduct were good during her service in this institution.

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

\*sr

### Copy to:

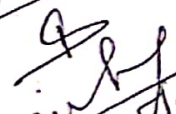
1. Concerned
2. Personal file
3. H.R. Section
4. HOD of MBA Dept.
5. A/C section
6. Library
7. A/O, F/O.

  
PRINCIPAL

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

  
PRINCIPAL

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

Received  
  
25/6/19.



# ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

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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/2018-19/402

Date: 29/06/2019

## Relieving Order and Experience Certificate

Ref: Resignation Letter, Dated: 29/03/2019

Mrs. Reema Agnes Frank 'Assistant Professor' in the Department of 'Business Administration' of this institute has been relieved from all her duties on 29/06/2019 after close of working hours.

She has worked in the Department of 'Business Administration' of this institute, as 'Assistant Professor' from 21/07/2014 to 29/06/2019. Her character and conduct were good during her service in this institution.

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

\*sr

### Copy to:

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

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

Received  
29/6/19

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