

Ref.: JIM/HR/2013Noida/67

12 June, 2014

Ms. Nidhi Singh
Plot No.71, Guwa Garden
Nr. Sukhdevi GHS
Siddhartha Nagar
Kalyanpur, Kanpur

Sub.: Appointment Letter

Dear Ms. Nidhi Singh,

Kindly refer to the discussions we had with you regarding your contractual appointment as Assistant Professor at Jaipuria Institute of management, Noida w.e.f. 10 June, 2014 ie. your joining date.

We are pleased to place our contract for the teaching job on the following terms & conditions:

1. Scope of the Work:

While your principal area of responsibility will be teaching, training, research and consultancy, teaching- comprising of minimum five courses in all programmes of the Institute, organizing and taking sessions in Management Development Programme and other activities towards Institutional building under the advice and guidance of the Director.

During your tenure of employment, you are required to attend the Institute for a period of five days a week and in case the situation warrants would be expected to be present during the weekends (Saturday & Sunday).

2. Remuneration

We shall pay you Rs.55,000/-p.m. (consolidated) as monthly Salary.

3. Deduction of TDS

All payments to you shall be subject to deduction of TDS and other Statutory Levies as applicable from time to time.

4. Period of Contract

This contract shall be for a period of 24 months starting from 10 June 2014 and same can be extended on the mutually agreed terms & conditions. During your employment with the Institute, you will not engage in any activity, full-time or

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Nidhi Singh

Shobha Singh

Ms. Nidhi Singh

part-time, honorary or remunerative, which may conflict or compete with the Institute's activities.

5. Renunciation/ Termination of the Contract

This contract can be renounced / terminated by either party by giving **Two Month's Notice** without assigning any reason.

6. Reporting

As discussed, you will report to Director of our Institute and work as per his directions, guidance and requirements. You shall submit a comprehensive report about your performance whenever required.

Please sign the duplicate copy of this contract as a token of your acceptance of the terms & conditions and return the same for our record.

Thanking you,

Yours faithfully,
For Jaipuria Institute of Management



(Rajiv R. Thakur)
Director

Nidhi Singh

Jaipuria Institute of Management
A32A Sector-62 Noida

Ms-Nidhi Singh
Date of Joinning -10.06.2014

| Particulars | Amount |
|--------------------------------------|--------|
| Professional Fees | 42000 |
| Reimbursement of Expenses | |
| Conveyance | 3500 |
| News paper, Books & Periodicals | 1500 |
| Telephone | 2000 |
| Driver's salary | 6000 |
| Total Reimbursement | 13000 |
| Total Monthly Remuneration | 55000 |
| Total Annual Remuneration | 660000 |
| Total Monthly Remuneration | 55000 |
| Less : TDS @10% on professional fees | 4200 |
| Monthly Take Home | |
| Cheque | 37800 |
| cash | 13000 |
| Total | 50800 |

Received in original . I accept the offer subject to terms and conditic

Date 30/6/14
Nidhi Singh

Ram Prakash Sharma

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