



A JAIN INSTITUTION

ADARSH VIDYA SANGH

Estd : 1971

Ref: AVS/APPT/ 175/ 2024

Date : -15-04-2024

Ms. Bhama Suresh
Flat No.107, Raja Mansion
SSA Road, Cholanagar, Bengaluru – 560 032.

Dear Madam

It is our pleasure to appoint you as Assistant Professor and Counsellor for MBA department w.e.f. 15th April -2024 at Adarsh Institute of Management and Information Technology, a unit of Adarsh Group of Institutions. This appointment is purely on probation basis for a period of one year.

You will be paid consolidated salary as per Annexure -1. This will be subject to the statutory deduction at source of Professional Tax, Income Tax or any other such deduction applicable from time to time.

During the period of probation, no request for resignation will be entertained whereas the Management will relieve you from services if your services are not satisfactory with one month's notice or one month salary in lieu of notice thereof.

If you wish to leave, you are required to give a notice of one month as to enable the Management to make alternate arrangement or one month salary.

Confirmation of service will depend on your overall performance, and your attitude to work. You are also required to maintain secrecy and dignity on your part in respect of the activities of the Management and the college and on Research and Development and other innovative programs of the College.

You shall endeavor to identify yourself with the Institution and its objectives and contribute meaningfully to help, achieve our objectives on yearly basis.

If the above terms and conditions are acceptable to you, have to signify the same by signing on the copy of this order.

FOR ADARSH VIDYA SANGH

Accepted

JITENDRA MARDIA
Hon. Secretary

(BHAMA SURESH)



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ROLES & RESPONSIBILITIES

Apart from the academic responsibilities as a faculty member, you will also be responsible for conducting group sessions for students, staff and faculty members on antidrug & substance abuse, relationship and attitudinal issues, anxiety and depression, handling failure and rejection, interpersonal relationships effective communication and any other issues related to their mental health. One-on-One counselling wherever required should be provided.

FOR ADARSH VIDYA SANGH

Jitendra

JITENDRA MARDIA
Hon. Secretary

Accepted

Bhama Suresh
(BHAMA SURESH)