



## Criterion 2 - Teaching- Learning and Evaluation

### Key Indicator - 2.4 Teacher Profile and Quality

QnM 2.4.1. - Percentage of full-time teachers against sanctioned posts during the last five years.

#### Table of Content

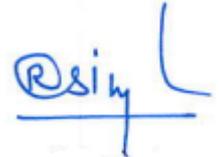
Sr No.	Particulars	Page No.
1	Sanctioned Posts for Full-time teachers	1-6
	1.1 Sanctioned Letter from Management 2022-23	1
	1.2 Sanctioned Letter from Management 2021-22	2
	1.3 Sanctioned Letter from Management 2020-21	3
	1.4 Sanctioned Letter from Management 2019-20	4
	1.5 Sanctioned Letter from Management 2018-19	5
2	List of Faculty Members	6
3	Sanctioned Letters for Full-time teachers	7-56
	3.1 Prachi Singh	7-18
	3.2 Ranjani Shukla	19-28
	3.3 Shaikh Raashid Hasan	29-32
	3.4 Daksha Chaudhary	33-36
	3.5 Ashita Karkera	37-40
	3.6 Prashant Kamble	41-44
	3.7 Komal Jambhale	45-48
	3.8 Jainish Gotecha	49-52
	3.9 Sonam Singh	53-56

### Sanctioned Post for Academic Year 2022-23

This document delineates the management sanctioned posts applicable to teachers at Thakur Ramnarayan College of Arts and Commerce. As educators, teachers play a pivotal role in shaping the institution's academic excellence, and it is imperative to have a comprehensive framework to address any misconduct while fostering a positive teaching environment.

Departments	Management Sanctioned Posts
Department of Bachelor of Arts	6
Department of Bachelor of Mass Media Communication	6
Department of Bachelor of Commerce	7
Department of Bachelor of Management Studies	8
Department of Bachelor of Accounting and Finance	8
Department of Bachelor of Science in Information Technology	16
Department of Bachelor of Science in Computer Science	15

At Thakur Ramnarayan college of Arts and Commerce, we are dedicated to maintaining the highest standards of professionalism and academic integrity among our teaching staff.



**Dr. Ravish R Singh**  
**Principal**

### Sanctioned Post for Academic Year 2021-22

This document delineates the management sanctioned posts applicable to teachers at Thakur Ramnarayan College of Arts and Commerce. As educators, teachers play a pivotal role in shaping the institution's academic excellence, and it is imperative to have a comprehensive framework to address any misconduct while fostering a positive teaching environment.

Departments	Management Sanctioned Posts
Department of Bachelor of Arts	6
Department of Bachelor of Mass Media Communication	6
Department of Bachelor of Commerce	7
Department of Bachelor of Management Studies	8
Department of Bachelor of Accounting and Finance	8
Department of Bachelor of Science in Information Technology	16
Department of Bachelor of Science in Computer Science	15

At Thakur Ramnarayan college of Arts and Commerce, we are dedicated to maintaining the highest standards of professionalism and academic integrity among our teaching staff.



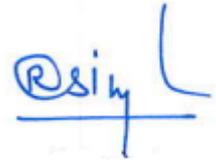
**Dr. Ravish R Singh**  
**Principal**

### Sanctioned Post for Academic Year 2020-21

This document delineates the management sanctioned posts applicable to teachers at Thakur Ramnarayan College of Arts and Commerce. As educators, teachers play a pivotal role in shaping the institution's academic excellence, and it is imperative to have a comprehensive framework to address any misconduct while fostering a positive teaching environment.

Departments	Management Sanctioned Posts
Department of Bachelor of Arts	6
Department of Bachelor of Mass Media Communication	5
Department of Bachelor of Commerce	6
Department of Bachelor of Management Studies	8
Department of Bachelor of Accounting and Finance	7
Department of Bachelor of Science in Information Technology	14
Department of Bachelor of Science in Computer Science	13

At Thakur Ramnarayan college of Arts and Commerce, we are dedicated to maintaining the highest standards of professionalism and academic integrity among our teaching staff.



**Dr. Ravish R Singh**  
**Principal**

### Sanctioned Post for Academic Year 2019-20

This document delineates the management sanctioned posts applicable to teachers at Thakur Ramnarayan College of Arts and Commerce. As educators, teachers play a pivotal role in shaping the institution's academic excellence, and it is imperative to have a comprehensive framework to address any misconduct while fostering a positive teaching environment.

Departments	Management Sanctioned Posts
Department of Bachelor of Arts	2
Department of Bachelor of Mass Media Communication	3
Department of Bachelor of Commerce	4
Department of Bachelor of Management Studies	5
Department of Bachelor of Accounting and Finance	4
Department of Bachelor of Science in Information Technology	8
Department of Bachelor of Science in Computer Science	9

At Thakur Ramnarayan college of Arts and Commerce, we are dedicated to maintaining the highest standards of professionalism and academic integrity among our teaching staff.

  
PRINCIPAL

### Sanctioned Post for Academic Year 2018-19

This document delineates the management sanctioned posts applicable to teachers at Thakur Ramnarayan College of Arts and Commerce. As educators, teachers play a pivotal role in shaping the institution's academic excellence, and it is imperative to have a comprehensive framework to address any misconduct while fostering a positive teaching environment.

Departments	Management Sanctioned Posts
Department of Bachelor of Arts	1
Department of Bachelor of Mass Media Communication	1
Department of Bachelor of Commerce	1
Department of Bachelor of Management Studies	1
Department of Bachelor of Accounting and Finance	1
Department of Bachelor of Science in Information Technology	3
Department of Bachelor of Science in Computer Science	3

At Thakur Ramnarayan college of Arts and Commerce, we are dedicated to maintaining the highest standards of professionalism and academic integrity among our teaching staff.

  
PRINCIPAL

**List of Faculty Members**

Sr. No.	Name of the Faculty Members	Department	Academic Year in which post is Sanctioned
1	Prachi Singh	Department of Bachelor of Science in Computer Science	2023-24 2022-23 2021-22 2020-21 2019-20 2018-19
2	Ranjani Shukla	Department of Bachelor of Arts	2023-24 2022-23 2021-22 2020-21 2019-20 2018-19
3	Shaikh Raashid Hasan	Department of Bachelor of Science in Computer Science	2023-24 2022-23
4	Daksha Chaudhary	Department of Bachelor of Accounting and Finance	2023-24 2022-23
5	Ashita Karkera	Department of Bachelor of Science in Information Technology	2023-24 2022-23
6	Prashant Kamble	Department of Bachelor of Mass Media Communication	2023-24 2022-23
7	Komal Jambhale	Department of Bachelor of Science in Computer Science	2023-24 2022-23
8	Jainish Gotecha	Department of Bachelor of Management Studies	2023-24 2022-23
9	Sonam Singh	Department of Bachelor of Arts	2023-24 2022-23 (Appointed on 07/11/2022)



*Rsingh*

**Dr. Ravish R Singh**

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/37of 2023-24

Date: 02/06/2023

To,

**PRACHI SINGH**

E/002, Om Vinayak apt,

Opp Damodar Hall,

Tulinj Road, Nallasopara (East)

M:9028399443

Email Id:singhprachi.sp@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/5/2023 and subsequent interview conducted on 29/05/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.Sc. (IT) & (CS)** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs 32,500/-.

This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

(a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.

(b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.

(c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.

(d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.

(e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.

(f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.

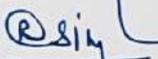
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.

10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.

11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.

12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal

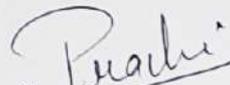


**ACCEPTANCE**

I, the undersigned **PRACHI SINGH** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 10/06/2023

CC: Personal File

  
Signature:



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN**  
**COLLEGE OF ARTS & COMMERCE**

ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Tel : 022 - 2828 1200

E-mail : admin@trcac.org.In • Website : www.trcac.org.In



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/477 of 2022

Date: 10/08/2022

To,

**PRACHI SINGH**

E/002, Om Vinayak apt,

Opp Damodar Hall,

Tulinj Road, Nallasopara (East)

M:9028399443

Email Id:singhprachi.sp@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of B.Sc. (IT) & (CS) in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068 with effect from 01/06/2022 on a consolidated monthly remuneration / Salary of Rs. 26,500/-

This appointment is subject to the following conditions:

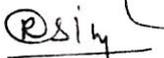
1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

: 2 :

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned Ms .PRACHI SINGH appointed as Assistant Professor  
(Name) (Designation)

Date: 22/08/22

CC: Personal File

  
Signature:



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Fax : 022 - 2828 1300

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/237 of 2021

Date: 31/05/2021

To,  
**PRACHI SINGH**  
E/002, Om Vinayak apt,  
Opp Damodar Hall,  
Tulinj Road, Nallasopara (East)  
M:9028399443  
Email Id:[singhprachi.sp@gmail.com](mailto:singhprachi.sp@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of B.Sc. (IT) & (CS) in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068 with effect from 01/06/2021 on a consolidated monthly remuneration / Salary of Rs. 25,000/-

This appointment is subject to the following conditions:

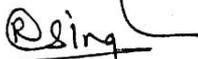
1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2022 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

: 2 :

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
  - (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
  - (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms. PRACHI SINGH appointed as Assistant Professor  
(Name) (Designation)

Date: 21/8/2021

Signature: 

CC: Personal File



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Fax : 022 - 2828 1300

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/266 of 2020

Date:31/05/2020

To,

**PRACHI SINGH**

E/002, Om Vinayak apt,

Opp Damodar Hall,

Tulinj Road, Nallasopara (East)

M:9028399443

Email Id:[singhprachi.sp@gmail.com](mailto:singhprachi.sp@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of B.Sc. (IT) & (CS) in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068 with effect from 01/06/2020 on a consolidated monthly remuneration / Salary of Rs. 17,000/-

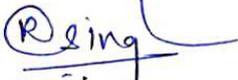
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2021 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/ notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
  - (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms PRACHI SINGH appointed as Assistant Professor  
(Name) (Designation)

Date: 10/9/2020

Signature: 

CC: Personal File



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Fax : 022 - 2828 1300  
E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/253 of 2019

Date: 29/05/2019

To,

**PRACHI SINGH**

E/002, Om Vinayak apt,

Opp Damodar Hall,

Tulinj Road, Nallasopara (East)

M:9028399443

Email Id:[singhprachi.sp@gmail.com](mailto:singhprachi.sp@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of B.Sc. (IT) & (CS) in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068 with effect from 01/06/2019 on a consolidated monthly remuneration / Salary of Rs. 17,000/-

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2020 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

: 2 :

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
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10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms. PRACHI SINGH appointed as Assistant Professor  
(Name) (Designation)

Date: 30/5/19

CC: Personal File

  
Signature:



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068

Mob : +91 902 902 6799 • Fax : 022 - 2828 1300

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No.: TRCAC/D/APPT.ORD./ 012 of 2018

Date: 20/07/2018

**MS. PRACHI HARISHANDRA SAMANT**

A/6 Blue Diamond,

Opp. Shaktinagar,

Dahisar (East), Mumbai – 400068

M:8108732255

Email ID: [prachi.cs92@gmail.com](mailto:prachi.cs92@gmail.com)

**Subject: Appointment for the post of Assistant Professor**

Madam,

In supersession, of the appointment letter No. TRCAC/D/APPT. ORD./266 of 2018 dt. 30.06.2018 (which is hereby cancelled), we have the pleasure to inform you that you are hereby appointed as Assistant Professor in subject/department of Bachelor of Science (Computer Science) in Thakur Ramnarayan College of Arts & Commerce, Dahisar (East), Mumbai – 400 068, on “contractual basis” for the Academic year 2018-19 on a consolidated salary of Rs. 18,000/-p.m. ( Rupees Eighteen Thousand Only)

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a period of 11 months/years up to 30<sup>th</sup> April, 2019 from your date of joining. After expiry of the said period your services shall stand terminated without any notice.
2. Your appointment does not entitle you to any gratuity, bonus, provident fund or any other benefit, and you have agreed to work on the said terms.
3. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
4. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
5. Your performance, attitude and regularity shall be evaluated during this period. If found unsatisfactory, your service shall be discontinued with immediate effect without assigning any reason without notice.
6. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
7. You shall carry out your duties and responsibilities as assigned to you. You shall ensure that in any personal emergency, the work of the College shall be delegated by you to your subordinates for the smooth functioning.

..... 2.



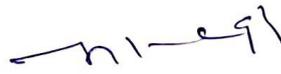
8. You shall not disclose or part with any information in any form whatsoever, related to the College & its activities, while in service or even after ceasing to be on the payrolls of the College.
9. You shall be eligible for Casual Leaves only which is on pro-rata basis.
10. Any misconduct on your part shall be liable for action, which may include discontinuation from service with immediate effect. The following actions shall be deemed to be 'Misconduct':
  - Moral turpitude
  - Unfair practices
  - Absenteeism from duty without prior intimation, just cause and reason
  - Insubordination (by disobeying orders)
  - Engaging in gainful pursuits without the written sanction of the Management
  - Any other act which is detrimental to the interest of the College and its environment.
11. You shall notify to the College any change in your personal details or else the details given by you in the application shall be treated as final for all purposes.
12. You are required to submit the following documents along with the acceptance letter: (if asked)
  - a) Authentic proof regarding your date of birth, qualifications, experience, last salary certificate/salary slip, character certificate etc.
  - b) Relieving letter from your earlier organization/institute (if applicable)
  - c) Necessary fitness certificate from any registered medical practitioner.
  - d) Undertaking that there is no litigation matter pending, or convicted by court or misconduct under previous employer(s)
13. You are requested to acknowledge receipt of this order of appointment and communicate the acceptance of the appointment within seven days from the date of receipt of the same.
14. If no reply accepting the appointment is received within seven days, your appointment shall be treated as cancelled.

Yours faithfully,

  
Principal



For & on behalf of Thakur Educational Trust

  
Secretary

**ACCEPTANCE**

I, the undersigned Mr./Ms./Mrs. Prachi Harischandra Samant appointed as Assistant Professor

(Name)

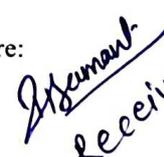
(Designation)

in Thakur Educational Trust's, Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date:

CC: Personal File

Signature:

  
Received on 2/7/18

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/39of 2023-24

Date: 02/06/2023

To,

**RANJANI S. SHUKLA**

C20/275, Jagruti Co-operative Society,  
Sector-2, Charkop, Kandivali (West),  
Mumbai-4000067

M:8850669832

Email Id: [shuklaramjani8139@gmail.com](mailto:shuklaramjani8139@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/5/2023 and subsequent interview conducted on 30/05/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **ECONOMICS** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 34000/-.

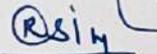
This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal

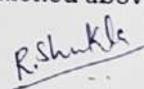


**ACCEPTANCE**

I, the undersigned **RANJANI S. SHUKLA** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date:

CC: Personal File

  
Signature:



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN**  
**COLLEGE OF ARTS & COMMERCE**

ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Tel : 022 - 2828 1200

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/478 of 2022

Date: 10/08/2022

To,

**RANJANI S.SHUKLA**

C20/275, Jagruti Co-operative Society,

Sector-2, Charkop, Kandivali (West),

Mumbai-4000067

M:8850669832

Email Id: [shuklaranjani8439@gmail.com](mailto:shuklaranjani8439@gmail.com)

Subject: Appointment Letter

Dear Madam,

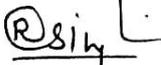
With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of Economics in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068. with effect from 01/06/2022 on a consolidated monthly remuneration / Salary of Rs. 29,000/-.

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned Ms. RANJANI S. SHUKLA appointed as Assistant Professor  
(Name) (Designation)

Date: 13/08/2022

CC: Personal File

Signature: R. Shukla



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Fax : 022 - 2828 1300

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/241 of 2021

Date: 31/05/2021

To,

**RANJANI S. SHUKLA**

C20/275, Jagruti Co-operative Society,

Sector-2, Charkop, Kandivali (West),

Mumbai-4000067

M:8850669832

Email Id: [shuklaranjani8439@gmail.com](mailto:shuklaranjani8439@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of Economics in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068. with effect from 01/06/2021 on a consolidated monthly remuneration / Salary of Rs. 25,000/-.

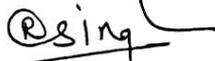
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2022 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

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8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
  - (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms. RANJANIS. SHUKLA appointed as Assistant Professor  
(Name) (Designation)

Date:

  
Signature:

CC: Personal File

**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/270 of 2020

Date: 31/05/2020

To,

**RANJANI S.SHUKLA**

C20/275, Jagruti Co-operative Society,

Sector-2, Charkop, Kandivali (West),

Mumbai-4000067

M:8850669832

Email Id: [shuklaranjani8439@gmail.com](mailto:shuklaranjani8439@gmail.com)

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of Economics in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068. with effect from 01/06/2020 on a consolidated monthly remuneration / Salary of Rs. 20,000/-.

This appointment is subject to the following conditions:

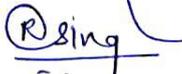
1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2021 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

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8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

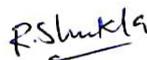
Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms. RANJANI S. SHUKLA appointed as Assistant Professor  
(Name) (Designation)

Date: 07/09/2020

  
Signature:

CC: Personal File



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 9001:2015 Certified

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Fax : 022 - 2828 1300

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/006 of 2019

Date: 04/06/2019

To,

**RANJANI S.SHUKLA**

C20/275, Jagruti Cooperative Society,  
Sector-2, Charkop, Kandivali (West),  
Mumbai-4000067

M:8850669832

Email Id: [shuklaranjani8439@gmail.com](mailto:shuklaranjani8439@gmail.com)

**Subject: Appointment Letter**

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor we have pleasure in appointing you as Asst. Professor, in the subject of Economics in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068. with effect from 06/06/2019 on a consolidated monthly remuneration / Salary of Rs. 20,000/-.

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2020 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

: 2 :

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

(a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.

(b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.

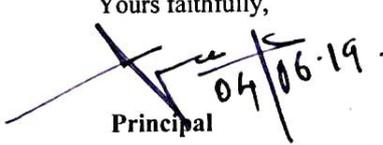
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.

10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.

11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.

12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

#### ACCEPTANCE

I, the undersigned Ms. RANJANI S. SHUKLA appointed as Assistant Professor  
(Name) (Designation)

Date: 4/06/19

CC: Personal File

  
Signature:

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/23of 2023-24

Date: 01/06/2023

To,

**MR. SHAIKH RAASHID MEHMOOD HASAN**

301, P-15, Anandavan CHS,

Noopur Palace,

Mira Rd, (East), Thane

M- 7021064160

Email id - shaikhraashd24@gmail.com

Subject: Appointment Letter

Dear Sir,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.Sc. (IT) & (CS)** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 37,000/-.

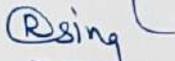
This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

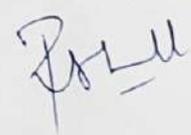
  
Principal



**ACCEPTANCE**

I, the undersigned **MR. SHAIKH RAASHID MEHMOOD HASAN** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date:

Signature: 

CC: Personal File

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/3631of 2022

Date: 08/06/2022

To,

**SHAIKH RAASHID MEHMOOD HASAN**  
301, P-15, Anandavan CHS,  
Noopur Palace,  
Mira Rd, (East),  
Thane  
7021064160  
Shaikhraashd24@gmail.com

Subject: Appointment Letter

Dear Sir / Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B. Sc (CS) & (IT). in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai – 400068, with effect from 13/06/2022 on a consolidated monthly Salary of Rs. 32,000/-.

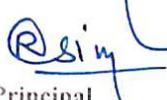
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal



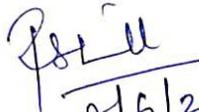
**ACCEPTANCE**

I, the undersigned **SHAIKH RAASHID MEHMOOD HASAN** appointed as Assistant Professor  
(Name) (Designation)

Date: 08/06/2022

CC: Personal File

Signature:

  
8/6/22

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/10 of 2023-24

Date: 01/06/2023

To,

**MS. DAKSHA CHOUDHARY**

C-11, Sankalp Society,

Cabin Road, Bhayander (East) 401 105.

M- 8097234012

Email id - dakshan12@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B. Com (A & F)** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 45,000/-.

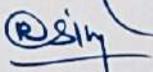
This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned **MS. DAKSHA CHOUDHARY** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 08/06/2023

CC: Personal File

Signature: 

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/337of 2022

Date: 27/05/2022

To,

DAKSHA CHOUDHARY  
C-11, Sankalp Society,  
Cabin Road, Bhayander (East) 401 105.  
8097234012  
dakshan12@gmail.com

Subject: Appointment Letter

Dear Sir / Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B.Com (A & F). in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai - 400068, with effect from 13/06/2022 on a consolidated monthly Salary of Rs. 40,000/-.

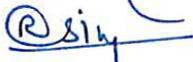
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned Ms. Daksha Choudhary appointed as Assistant Professor  
(Name) (Designation)

Date: 27.05.2022

  
Signature: 27.05.22

CC: Personal File

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/07of 2023-24

Date: 01/06/2023

To,

**MS. ASHITA KARKERA**

A/10, Chandramukhi CHS,

Eksar road, Nr. Eksar Talav

Borivali (West) 400 092.

M- 9930281510

Email Id - ashitavbmail@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.Sc. (IT) & (CS)** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 22,000/-.

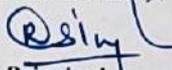
This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned **MS. ASHITA KARKERA** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 5/6/2023

CC: Personal File

Signature: 

**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/351 of 2022

Date: 28/05/2022

To,

ASHITA KARKERA  
A/10, Chandramukhi CHS,  
Eksar road, Nr. Eksar Talav  
Borivali (West) 400 092.  
9930281510  
ashitavbmail@gmail.com

Subject: Appointment Letter

Dear Sir / Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B. Sc (CS) & (IT). in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai – 400068, with effect from 13/06/2022 on a consolidated monthly Salary of Rs. 20,000/-.

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

: 2 :

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
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12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned Ms. **ASHITA KARKERA** appointed as Assistant Professor  
(Name) (Designation)

Date: 28/5/2022

CC: Personal File



Signature:



ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/22of 2023-24

Date: 01/06/2023

To,

**MR. PRASHANT PRAKASH KAMBLE**

112/B, Jai Bhavani Apt, Yesubai Compund,  
V.S. Road, Nr. Ganesh Temple, Virar (East)  
Palghar- 401 305.

M -7030699307

Email id - prashantdevadekar@gmail.com

Subject: Appointment Letter

Dear Sir,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.A. M.M.C** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 30,000/-.

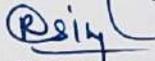
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for on contract for period of 6 months or up to 30<sup>th</sup> April 2024 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned **MR. PRASHANT PRAKASH KAMBLE** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 05/06/23

  
Signature:

CC: Personal File



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Tel : 022 - 2828 1200

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/357 of 2022

Date: 07/06/2022

To,

**MR. PRASHANT PRAKASH KAMBLE**

112/B, Jai Bhavani Apt, Yesubai Compund,  
V.S. Road, Nr. Ganesh Temple, Virar (East)  
Palghar- 401 305.

7030699307

Prashantdevadekar@gmail.com.

Subject: Appointment Letter

Dear Sir / Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B.A. M.M.C in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai – 400068, with effect from 13/06/2022 on a consolidated monthly Salary of Rs. 24,000/-.

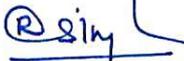
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
  - (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
  - (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned **MR. PRASHANT PRAKASH KAMBLE** appointed as Assistant Professor

(Name)

(Designation)

Date: 11/06/22

CC: Personal File

  
Signature: 11/06/22

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/14 of 2023-24

Date: 01/06/2023

To,

**MS. KOMAL JAMBHALE**

440/D-41, Dattakrupa CHS,

Sector - 4, Charkop,

Kandivali (West), 400 067

M- 8104822753

Email id- k.jambhale1703@gmail.com.

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.Sc. (IT) & (CS)** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 24,000/-.

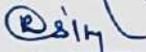
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for on contract for period of 6 months or up to 30<sup>th</sup> April 2024 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal

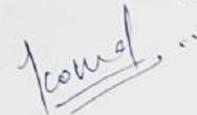


**ACCEPTANCE**

I, the undersigned **MS. KOMAL JAMBHALE** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 05-06-2023

Signature:



CC: Personal File

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/445 of 2022

Date: 20/07/2022

To,

**KOMAL JAMBHALE**

440/D-41, Dattakrupa CHS,

Sector - 4, Charkop,

Kandivali (West), 400 067

8104822753

k.jambhale1703@gmail.com.

Subject: Appointment Letter

Dear Sir / Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B. Sc (CS) & (IT). in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai - 400068, with effect from 20/07/2022 on a consolidated monthly Salary of Rs. 20,000/-.

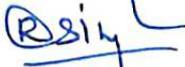
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal



**ACCEPTANCE**

I, the undersigned **KOMAL JAMBHALE** appointed as Assistant Professor  
(Name) (Designation)

Date: 21/07/2022

Signature:



CC: Personal File

ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/42 of 2023-24

Date: 02/06/2023

To,

**MR. JAINISH GOTECHA**

97/304, POONAM COMPLEX, SHANTI PARK,

OPP. BANK OF INDIA, THANE,

MAHARASHTRA- 401 107

M- 9029358717

Email Id- jainishgotecha@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/5/2023 and subsequent interview conducted on 30/05/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **B.M.S.** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai – 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 28,000/-.

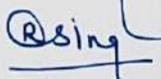
This appointment is subject to the following conditions:

1. Your appointment is purely on temporary, contract basis for period of 11 months i.e., 30<sup>th</sup> April 2024. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, apart from the stipulated salary.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.
8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

  
Principal



**ACCEPTANCE**

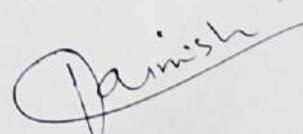
I, the undersigned **MR. JAINISH GOTECHA** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date:

CC: Personal File

10/6/23

Signature:





Thakur Educational Trust's (Regd.)

THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE

ISO 21001:2018 Certified

Azadi Ka  
Amrit Mahotsav

Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.

Mob.: +91 902 902 6799 • Tel : 022 - 2828 1200

E-mail : admin@trcac.org.in • Website : www.trcac.org.in



### ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/520 of 2022

Date: 10/09/2022

To,

**MR. JAINISH GOTECHA**

97/304, POONAM COMPLEX, SHANTI PARK,

OPP. BANK OF INDIA, THANE,

MAHARASHTRA- 401 107

9029358717

jainishgotecha@gmail.com

Subject: Appointment Letter

Dear Sir,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of B.M.S. in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai - 400068, with effect from 12/09/2022 on a consolidated monthly Salary of Rs. 24,000/-.

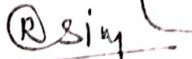
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
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Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned **MR. JAINESH GOTECHA** appointed as Assistant Professor  
(Name) (Designation)

Date:

CC: Personal File



Signature:



ORDER OF APPOINTMENT

Ref. No. TRCAC/DC/APPT.ORD/29of 2023-24

Date:01/06/2023

To,

**MRS. SONAM GAURAV SINGH**

Room No.504, 22A, Hill Building,

Mhada Colony,

Film City Road, Goregaon (East),

Mumbai: 400 065.

M- 8828046809

Email Id- sgsingh.1993@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application dated 29/04/2023 and subsequent interview conducted on 29/04/2023 for the post of Asst. Professor. We are pleased to inform you that you have been appointed as Asst. Professor, in the subject of **History** in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E.) Mumbai - 400068, with effect from 01/06/2023 on a consolidated monthly remuneration / Salary of Rs. 28,0000/-.

This appointment is subject to the following conditions:

1. Your appointment is purely temporary for on contract for period of 6 months or up to 30<sup>th</sup> April 2024 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated.
3. You are requested to follow decent dress code.
4. You will report 6 days a week from Monday to Saturday
5. You will remain present at least 15 minutes prior to your first lecture, practices, or any other assignment for the day.
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8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-

.....2.

- (a) At the end of the academic term in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by him and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any others authority as designated by him it may be off waived by a written order.
  - (b) In case you fail to give one month's notice as stated in herein above, the college will recover one month salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
  - (c) In case your contract is renewed for AY 2024-2025 institute shall keep the 2 months increment if any as a security deposit which will be given to you at the end of the academic year 2024-25. If you leave the services of the college before the expiry of said period, your security deposit will be forfeited.
  - (d) In case you fail to complete your period of contract for one academic year, the institution will not provide any certificate including your experience / relieving letter.
  - (e) During the service of contract institute will provide you training to upskill an individual skill in the best interest of performing your duties at par in case you happen to leave the institute the cost of training on an individual basis will be deducted during the full and final settlement of your services.
  - (f) In case you breach the contract and leave in between the semester all vacation salary will be forfeited or recovered from the employee while making his/her final settlement.
9. Your appointment is full-time and does not permit you to engage in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
  10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
  11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
  12. You shall be responsible for the safe custody of all the documents, stores, equipment's, and cash assigned to you for your duties and will bear the consequences thereof for their losses and damage.

Yours faithfully,

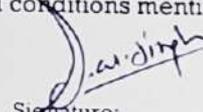
  
Principal



**ACCEPTANCE**

I, the undersigned **MRS. SONAM GAURAV SINGH** appointed as Assistant Professor in Thakur Ramnarayan College of Arts & Commerce, accept the terms and conditions mentioned above.

Date: 05/06/23

  
Signature:

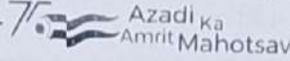
CC: Personal File



Thakur Educational Trust's (Regd.)

**THAKUR RAMNARAYAN  
COLLEGE OF ARTS & COMMERCE**

ISO 21001:2018 Certified



Thakur Ramnarayan Educational Campus, S.V. Road,  
Dahisar (East), Mumbai - 400 068.  
Mob.: +91 902 902 6799 • Tel : 022 - 2828 1200  
E-mail : admin@trcac.org.in • Website : www.trcac.org.in



**ORDER OF APPOINTMENT**

Ref. No. TRCAC/DC/APPT.ORD/657of 2022

Date: 04/11/2022

To,

**SONAM GAURAV SINGH**  
Room No.504, 22A, Hill Building,  
Mhada Colony,  
Film City Road, Goregaon (East),  
Mumbai: 400 065.  
8828046809  
sgsingh.1993@gmail.com

Subject: Appointment Letter

Dear Madam,

With reference to your application and subsequent interview you had with us, for the post of Asst. Professor, we have pleasure in appointing you as Asst. Professor, in the subject of History in Thakur Ramnarayan College of Arts & Commerce, Dahisar (E), Mumbai - 400068, with effect from 07/11/2022 on a consolidated monthly Salary of Rs. 24,000/-.

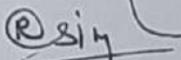
This appointment is subject to the following conditions:

1. Your appointment is purely temporary for a contract period of 11 months or up to 30<sup>th</sup> April 2023 whichever is earlier. After expiry of the said period your services will stand terminated without any notice.
2. Your performance will be annually reviewed, based on that period of contract could be extended or terminated. If found unsatisfactory, your services shall be discontinued with immediate effect without assigning any reason without notice.
3. The staff will follow decent dress code.
4. You will report 6 days a week from Monday to Saturday for minimum 40 hours a week.
5. You will remain present at least before 15 minutes prior to your first lecture or practices or any other assignment for day.
6. Your appointment does not entitle you to any gratuity, bonus, or any other benefit, and you have agreed to work on the said terms.
7. The terms of your employment and conditions of service shall be governed by the service rules & regulations, administrative orders, any such rules/orders of the College now in force and as amended or modified from time to time.

.....2.

8. In the event of your desiring to leave the services of this college, before the expiry of the said period, then it should be-
- (a) At the end of the academic term only, in the interest of the students and in order to prevent the disruption of academic and related activities, and upon completion of all instructional and term work requirements, to the satisfaction of the Principal and upon handing over the charge to the Principal or any person duly designated/notified by term and only after giving one calendar months' notice in writing, provided that in special exceptional circumstances as deemed fit by the Principal or any of the above said, conditions any be waived by the Principal by a written order.
- (b) However, when no notice of one month is given by you, you will be required to deposit an amount equal to one calendar month's salary along with your written application/resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.
9. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, consultation, professional, tutorial and/or such other outside work either with or without remuneration without the express sanction of the College.
10. Besides the academic responsibility, you will also be required to undertake examination and assessment related work, willingly participate in curricular and extra-curricular activities conducted by the college, engage guest lectures for the students, participate in placement related activities, overlook and assist the authorities and your colleagues in the college in conducting admission related activities etc. and as per the instructions given by the authorities.
11. You shall actively participate and involve the students in all formal celebration /events hosted by the college or any of the institution run by Thakur Educational Trust, even if held on weekends.
12. You shall be responsible for the safe custody of all the documents, stores, equipment's and cash assigned to you for your duties and will bear the consequences thereof of their losses and damage. In case of any kind to the college, an amount will be deducted from your salary;

Yours faithfully,

  
Principal

**ACCEPTANCE**

I, the undersigned **Ms. SONAM GAURAV SINGH** appointed as **Assistant Professor**  
(Name) (Designation)

Date: 5/11/2022

Signature: 

CC: Personal File