



Rizvi Education Society's
RIZVI COLLEGE
OF ARTS, SCIENCE & COMMERCE



RIZVI EDUCATIONAL COMPLEX, OFF. CARTER ROAD, BANDRA (W), MUMBAI - 400 050
email : principal.asc@rizvicollege.edu.in • Website : www.rizvicollege.edu.in
Phone : 90048 34583 / 96533 56852

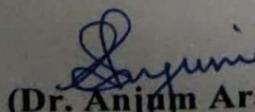
Ms. Siddiqui Nazia,
Room No.808, Bldg. No.9, A- Wing,
Opp. Shah Arcade, Rani Sati Road,
Malad East, Mumbai – 400097.

08.08.2022

Subject: Appointment Letter.

Madam,

1. With reference to your application dated 29.07.2022, I have the pleasure to inform you that you are hereby appointed as an **Assistant Professor in Self – Finance Section** with effect from **10th August, 2022.**
2. You will be paid a remuneration of **Rs. 25,000/- (Rupees Twenty Five Thousand only)** per month (all inclusive). However continuation in the service and increment will be decided by the Management on your completion of service to the satisfaction of the Management of Rizvi Education Society.
3. Your services will be governed by the Provisions of the Rules and Regulations of the **Rizvi Education Society and that of University of Mumbai.**
4. You shall not leave the services of this College without giving to College authorities proper and clear notice of 90 days. The period of required notice shall be considered from the date of receipt of the notice, in default the College authorities may claim from you an amount equivalent to three month's remuneration. The notice period should not fall during the vacation.
5. You will have to pass **NET (National Eligibility Test) / SET (State Eligibility Test)** examination
6. You shall submit the statement of marks and passing certificates, etc. of all the examinations and experience, approval, etc. if any, in original and also the attested copies of the same immediately to the Office Superintendent in the College.
7. Your appointment shall be conditional subject to the receipt of the physical certificate from a competent medical authority within three months from the date of your appointment.
8. If your acceptance is not received up to **20.08.2022**, your appointment is liable to be cancelled.
9. In case you accept the appointment, you shall have to submit the discharge certificate(s) from your present employer(s), if any.
10. You are entitled to avail leave as per the norms set by **Rizvi Education Society.**
11. You will have to sign a two years minimum bond for serving the institution on a stamp paper of Rs. 100/- separately.
12. Please acknowledge.


(Dr. Anjum Ara Ahmad)
PRINCIPAL I/C





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CONSENT

I have read the above terms and service condition which is applicable to the employees of Rizvi College of Arts, Sci. and Commerce Bandra (West), Mumbai -50 and I agree to be bound by them and such other rules in force from time to time. I accept the appointment offered to me with mentioned terms and conditions.

Nazia

Ms. Siddiqui Nazia

Anjum

(Dr. Anjum Ara Ahmad)
PRINCIPAL I/C

