



NOIDA INTERNATIONAL UNIVERSITY

Ref. No.-NIU/SET/AP/Appt. Lt.- 146/2024

02nd September 2024

Dr. Krishna Kumar Singh,
Contact: 9458552706,
Email ID : krish007miet@gmail.com,

Appointment Letter

Dear Dr. Krishna Kumar Singh,

This refers to your application for employment and subsequent interview you had with us we are pleased to appoint you as **Assistant Professor - Civil in School of Engineering and Technology**. Your employment will be effective from the date of joining i.e., **2nd September 2024**, at the following address:

Noida International University

Campus: Plot No. 1, Sector-17A, Yamuna Expressway,
Opp. F1 Track, Gautam Budh Nagar, Gr. Noida-201308, U.P.

The terms and conditions of your service will be as follows:

1. You will draw monthly salary as per the pay band of **15600-6000-39100**. The management reserves the right to suitably bifurcate/restructure the salary/emoluments under various heads at its sole discretion.
2. Your salary/ emoluments are subject to statutory deductions applicable from time to time. You shall bear your own taxes that shall be deducted from your salary.
3. Grant of annual increment(s) to you will be governed by your overall performance and results achieved by you to the satisfaction of the management. In case your performance or results achieved are not found to be satisfactory by the management, your increment can be withheld/stopped by the management at its sole discretion.
4. The information relating to your pay, allowances and other perquisites etc. is considered as confidential information. Therefore, its disclosure without prior sanction will be considered as misconduct.
5. You will be on probation for a period six months from the date of your joining. However, your probation may be extended at the sole discretion of the management. Unless confirmed in writing, you will be deemed as probationer after the expiry of the initial or extended period of probation.



6. Your place of posting will, at present, be at Noida International University, Gautam Budh Nagar, U.P. You are liable to be transferred from one department to other department /post/sister concern / associate/ University/ office, whether in existence or which may come into existence hereafter, in any part of India and or abroad, as the case may be. Consequent on such transfer, the rules and regulations of the place of your transfer will be applicable to you.
7. During the period of probation, your services are liable to be terminated by serving one month's notice or surrender of one month's salary in lieu thereof, from either side. However, in case of poor performance or any misconduct or activities against the interest of the University, this probationary appointment will be terminated with immediate effect without any prior notice or assigning any reason or any compensation in lieu of any notice. After confirmation, your services may be terminated by giving one month's notice in writing by either side or on payment of one month's salary in lieu thereof. However, in case you initiate termination of services during the period, a particular semester is in progress, it shall be the discretion of the management to relieve you from the services of the University, in between the semester in question.

7.1 During Notice Period, you are allowed to take only 1 CL in case of absence from work. However, wherein, you during notice period apply for any other type of leave apart from CL, you are hereby liable to extend the notice period against the extra leave taken.

8. The University reserves the right to display your details that may also include your joining, conduct, exit etc. on its website or through internet or any other medium as deem appropriate.
9. In case of unsatisfactory performance or discharge of duties or in case of any multitudinous problem, or in the event of breach of any of the terms and conditions of the employment, indiscipline, anti-organization behavior, breach of faith and/ or any conduct on your part which is inconsistent with the employer-employee relationship and/ or prejudicial to the interest of the University, the University shall be at liberty to discontinue your services without any notice and without compensation and prejudice to its legal and other rights and remedies for such breach or conduct on your part.
10. In case, management decides not to relieve you during the semester, it shall be within the rights of management to hold your full and final settlement of accounts till the completion of particular academic semester.

11. Your services are liable to be terminated on the ground of committing misconduct or committing any offence that may be mentioned in any law(s) of the land /loss of confidence, disloyalty, inefficiency, ill health, medically unfit, unauthorized absence or obtaining leave on false information, misrepresentation of facts, commission of an act involving moral turpitude. In case of termination of services on the ground as mentioned in this para, no notice or salary in lieu thereof will be paid by the management.
12. Your work will include providing quality knowledge, teaching and learning, guiding, and mentoring students by imparting various innovative methods, live projects, assignments, case studies in order to make them experts on subject matters, build their innovative and creative minds and also their all-round development of qualities of leadership and humanity. Besides, you will undertake creative and innovative research activities, projects, consultancy services, training for the university, publish papers in quality journals, edit journals on requirement. In addition, you will have to do other students' related work. You will apply yourself diligently and faithfully to the work either supervisory or administrative or otherwise, that may be assigned to you from time to time and will conform/ comply to such directions/ orders that shall be given to you by your superior(s).
13. The University will expect you to work with high standards, initiative, efficiency, quality, competency, creativity and innovativeness and economy and you shall sincerely work to meet such expectations.
14. You will disclose to the management forthwith any discovery, process or improvement made or discovered by you while in service, and such discovery, process or improvement shall belong absolutely to and be the property of the University. You shall not have any claim or interest over any existing or future work created or developed by you during the course of your employment which covered under the definition of the term "Intellectual Property" and Noida International University and its affiliates shall be the sole and absolute owner with all the rights to govern, use or assign it and the same shall be entitled to be registered in the name of the University.
15. You will not enter into any commitments or dealings on behalf of the University without having its written permission from the management or be a party to any alteration of any principle or policy of the University or exceed the authority or discretion vested in you without previous written sanction of the management.

16. You will be responsible for safe keeping and return in good condition and order of all the properties of the University which may be in your use, custody or charge. For loss of any property of the University in your possession, the University shall have a right to make assessment of the loss and recover the damage from you and to take such other action as it deems proper.
17. During the period of your employment with the Noida International University, you will not engage, concern, interest directly or indirectly in any other occupation, business or employment whatsoever without the prior consent in writing of the University and you shall devote your time, abilities, and competencies exclusively in performance of your duties. You shall, in all respects, obey, conform and comply with the University management's order and University rules and regulations and faithfully serve the University and put your best endeavor to promote the interest and progress of the University.
18. You will, neither during the period of your service in the University, nor thereafter, disclose, divulge, or communicate to any other person or persons whatsoever, any information relating to the activities of the University.
19. You will be required to give a declaration that you are joining Noida International University on a straight appointment and not holding any lien with your previous employer(s).
20. This appointment is on the basis of details of qualifications, experience, degrees, certificates, diplomas and other relevant data given in your application/ resume and or provided by you to the University and your confirmation/continuation of appointment will be subject to verifications of such data, particulars, credentials, testimonials etc. The management has the right to terminate your services at any time in case any information, data, particular, certificate, testimonial etc. provided by you is found false.
21. You shall retire from the services of the University on attaining the age of Sixty-Five years. No employee shall have any claim to be continued in service of the University thereafter. However, management may extend your services after your retirement at its sole discretion.
22. You will be governed by the service rules and regulations of the University including conduct and discipline and administrative orders as are existing or to be framed or to come into force by the University management from time to time in future.

23. You are required to submit self-attested certificates in support of your education, professional qualification, experience, date of birth, relieving letter from the immediate past employer, medical fitness from the authorized medical practitioner etc. for verification together with one set of copies thereof and two passport size recent photographs for records.
24. You will intimate to the management in writing any change of your address within three days from the date of such change failing which any communication sent to your last recorded address shall be deemed to have been served on you.
25. Your present assignment may undergo change from time to time to suit the University/ organizational requirements and accordingly you will be re-designated and/ or re- assigned.
26. You are requested to sign and return the duplicate copy of the appointment letter as a token of your acceptance of the terms and conditions as laid down therein.
27. The management looks forward a fruitful association with you and expects full dedication and commitment from you.

(Authorized Signatory)



Mr. Rakesh Kumar

Head HR

Noida International University.

Please sign the duplicate copy of this in token of your having understood and accepted the same.

(Signature of employee)