



Approved by the Govt. of Tamilnadu (G.O. No. 168) Affiliated to the University of Madras.

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91- 044-24401362, 24426913 Telefax : + 91 - 044 - 24401362 E-mail : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.com

21.04.2011

To Mrs.Usha Jose.K, 27, Vasant Apts., 72, Rangarajapuram Main Road, Kodambakkam, Chennai – 24.

Dear Mrs. Usha Jose.K,

With reference to the interview, you are hereby informed that you have been appointed as "Lecturer in Department of Master of Social Work" in this Institution, with effect from 01.06.2011, on the terms and conditions given below:

- 1. You will draw a Consolidated Salary of Rs.15,500 /- p.m.
- 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2012. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found satisfactory. Your service is terminable with one month's notice or one month's salary in lieu of such notice on either side.
- 5. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
- 6. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 7. You are expected to submit all your original certificates on receiving the appointment order.
- 8. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Bro.S. Arockia Raj Correspondent

Correspondent / Secretary FATRICIAN COLLEGE OF ARTS AND SCIENCE Gandhi Nagar, Adyar, Cheopai -600 020.



Approved by the Govt. Of Tamilnadu (G.O. No.168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91-044-2440 1362, 2442 6913 Telefax : +91-044-24401362 E-mail : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.org

> > 17.12.2015

To Mr.A.Arockia Raj, 15. Nagarajar Street, East Tambaram, Chennai - 600 059.

Dear Mr.A. Arockia Raj,

With reference to the interview, you are hereby informed that you have been appointed as "Asst. Professor in Department of Social Work" in this Institution. You have to join duty on or before 17.12.2015, on the terms and conditions given below:

- 1. You will draw a Gross Salary of Rs.21,901/- p.m.
- 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2016. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found satisfactory.
- 5. In the interest of student's welfare, during the academic year you cannot resign the
- job. In case of resignation, the letter will be accepted with three month's notice or three month's salary to be paid by you in lieu of notice period.
- 6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
- 7. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 8. You are expected to submit all your original certificates on receiving the appointment order.
- 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

bo. prfor

Bro.S.Arockia Raj Correspondent

Correspondent / Secretary PATRICIAN COLLEGE OF ARTS AND SCIENCE Gandhi Nagar, Adyar, Chennai -600 020.

Received & freepled with Thinks. All fixfizis



Approved by the Govt. of Tamilnadu (G.O. No. 168) Affiliated to the University of Madras. Canal Bank Road, Gandhi Nagar, Adyar, Chennal - 600 020. Phone: + 91 - 044 - 24401362, 24426913 Telefax: + 91 - 044 - 24401362 E-mall : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.com

08.05.2013

TO Ms.J.Divya H27/G2, Vasuki Apartments Thiruvalluvar Nagar Thiruvanmiyur Chennai 600 041

Dear Ms.J.Divya

With reference to the interview, you are hereby informed that you have been appointed as "Lecturer in Social Work" in this Institution, with effect from 10.06.2013, on the terms and

- 1. You will draw a Gross Salary of Rs.19,780/- p.m. 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2014. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found satisfactory. 5. In the interest of student's welfare during the academic year you cannot resign the job. In case of resignation, the letter will be accepted on 31st of January with three month's notice or three month's salary to be paid by you in lieu of notice period.
- 6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
- 7. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 8. You are expected to submit all your original certificates on receiving the appointment order.
- 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Julla

Dr.J.Gnanapushpam Principal

PRINCIPAL ATRICIAN COLLEGE OF ARTS AND SCIENCE GANDHI NAGAR, ADYAR, MENNAI-600 020.

A Christian Minority Institution A Sister Institute of St. Michael's Academy and St. Patrick's A.I. Hr Sec School Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras Accredited "A' Grade by NAAC Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone: +91-044-24401362, 24426913 Email : director@patriciancollege.ac.in, principal@patriciancollege.ac.in Website: www.patriciancollege.ac.in

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 19th day of May, 2018 (Two Thousand and eighteen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science. Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party and Mr. David Ray Disouza A, S/O. Mrs.Anthonyammal A, resident of No.29, Khan Street, Choolaimedu, Chennai - 600 094, (hereinafter called `the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf. Patrician College of Arts and Science, Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment of

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

- 1. Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages NOW IT IS HEREBY AGREED AS FOLLOWS Mr.David Ray Disouza to serve as a Assistant Professor on probation w.e.f. 2. Your employment is from the 1st of June 2018 and subject to the provisions of this
 - Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.

. .

- stille

Approved by the Govt. of Tamilnadu (G.O. No. 168) Affiliated to the University of Madras.

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone: + 91 - 044 - 24401362, 24426913 Telefax: + 91 - 044 - 24401362 E-mail: director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.com

25.05.2011

To Mr. Jetson Satya Gospel, No.5/903, 5th Lake View Main Road. Avappan Nagar, Madipakkam, Chennai - 91.

Dear Mr. Jetson Satya Gospel.

With reference to the interview, you are hereby informed that you have been appointed as "Lecturer in Department of Master of Social Work" in this Institution, with effect from 01.06.2011, on the terms and conditions given below:

- 1. You will draw a Consolidated Salary of Rs. 15,500 /- p.m.
- 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2012. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found
- 5. In the interest of student's welfare during the academic year i.e., from 1st June to 30th April, you cannot resign the job. Resignation letter will be accepted by 31" of March with one month's notice or one month's salary to be paid by you in lieu of notice period.

6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.

- 7. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 8. You are expected to submit all your original certificates on receiving the
- appointment order. 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Dr. J. Gnana Pushpam

Dr J. GNANAPUSHPAM, M.A., M.Phil., Ph.D., PRINCIPAL PLINICIAN COLLEGE OF ARTS AND SCIENCE GANDHINAGAR ADVAR CHERNAL 605 24 11 2440* 2

OF ARTS AND SCIENCE NANAPUSHPAMR. ADYAR M.A., M.Phil., Ph.D., PH 24401362 PRINCIPAL PATRICIAN COLLEGE OF ARTS AND SCIENCE GANDHI NAGAR, ADYAR CHENINAL - 603 020 PH 24401362



Approved by the Govt. Of Tamilnadu (G.O. No.168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91-044-2440 1362, 2442 6913 Telefax : +91-044-24401362 E-mail : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.org

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 11th day of July, 2016 (Two Thousand and sixteen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science, Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party and MR. JOEL PHILIP THOMAS.V, S/O. MR.VINCENT THOMAS, resident of No.7/236, Mogappair West, Chennai – 600 037, (hereinafter called `the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf, Patrician College of Arts and Science, Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment of employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a **Assistant Professor in Department of Social Work** of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

- 1. Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages MR.JOEL PHILIP THOMAS to serve as a Assistant Professor on probation w.e.f. 11/07/2016 to 10/07/2017 to perform duties.
- 2. Your employment is from the 11th of July 2016 and subject to the provisions of this Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.
- 3. The Employee shall be paid a salary of Rs.22,341/- including all allowances. The Employee shall be eligible for the annual increment as and when it falls due unless



Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone: +91-044-2440 1362, 24426913 Telefax: +91-044-24401362 E-mail : director@patriciancollege.org, principal@patriciancollege.org Website : http://www.patriciancollege.org

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 1st day of June, 2017 (Two Thousand and seventeen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science, Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party and Mr.Justus Wallis.C.J, S/O. Mr.Justus Moni.C, resident of No."Bethel", 20A, Lakshmipuram, Sembarambakkam, Chennai – 600 123, (hereinafter called `the employee') on the other party. WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf, Patrician College of Arts and Science, Chennai (hereinafter

referred to as "the College") and has constituted a Selection Committee for the recruitment of employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

- 1. Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages Mr.Justus Wallis.C.J, to serve as a Assistant Professor on probation w.e.f. 01/06/2017 to 31/05/2018 to perform duties.
- 2. Your employment is from the 1st of June 2017 and subject to the provisions of this Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.



Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91-044-2440 1362, 24426913 Telefax : +91-044-24401362 E-mail : director@patriciancollege.org, principal@patriciancollege.org Website : http://www.patriciancollege.org

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 29th day of April, 2017 (Two Thousand and seventeen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science, Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party and Ms.Leanne Maria, D/O. Mr.C.L.Ananda Kumar Selvaraj, resident of No.H60, F5, Tamarai Apts., Thiruvalluvar Nagar, Thiruvanmiyur, Chennai – 600 041, (hereinafter called `the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf, Patrician College of Arts and Science, Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment of employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

NOW IT IS HEREBY AGREED AS FOLLOWS

- Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages Ms.Leanne Maria to serve as a <u>Assistant Professor</u> on probation w.e.f. 01/06/2017 to 31/05/2018 to perform duties.
- Your employment is from the 1st of June 2017 and subject to the provisions of this Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.

Dr. A. JUSSPH DURAI, M.A., M.Phill, Ph.D., Principal Patrician College of Arts and Eclence Canal Bank Rozd, Gendhi Kagar, Adyar, Chennai-600 020. Fh: 011-24101302/24526313



Approved by the Govt. of Tamilnadu (G.O. No. 168) Affiliated to the University of Madras.

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : + 91 - 044 - 24401362, 24426913 Telefax : + 91 - 044 - 24401362 E-mail : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.com

То

27.11.2014

Mrs.Mary Angeline Santhosam, Mew No.3, Dora Villa, Vimala Devi Street, Ayyavu Colony, Aminjikarai, Chennai – 29.

Dear Mrs. Mary Angeline Santhosam,

With reference to the interview, you are hereby informed that you have been appointed as "Asst. Professor in Social Work" in this Institution. You have to join duty on or before 05/01/2015, on the terms and conditions given below:

- 1. You will draw a Gross Salary of Rs.25,000/- p.m.
- 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2015. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found satisfactory.
- 5. In the interest of student's welfare, during the academic year you cannot resign the job. In case of resignation, the letter will be accepted with three month's notice or three month's salary to be paid by you in lieu of notice period.
- 6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
- 7. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 8. You are expected to submit all your original certificates on receiving the appointment order.
- 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Bro.S.Arockia Rai Correspondent

Correspondent / Secretary PATRICIAN COLLEGE OF ARTS AND SCIENCE Gandhi Nagar, Adyar, Chennai -600 020.

Received and Accepted

A Christi in Minarity Institution

A Sister Institute of St. Michael's Academy and St. Patrick's A L. Hr Sec School

Approved by the Govt. Of Tamilhadu (G.O. No. 168) & Affiliated to the University of Madras Accredited 'A' Grade by NAAC

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020 Phone. +91-044-24401362. 24426913 Email director@patriciancollege.ac.in.principal@patriciancollege.ac.in Website: www.patriciancollege.ac.in

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 19th day of May, 2018 (Two Thousand and eighteen) between the Governing Body of Patrician College of Arts and Science. Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science. Chennai and their successors) through the Director of Patrician College of Arts and Science. on the one party and Mrs.Raichel Diana, W/O. Mr.L.Leo Lenin, resident of No.S1. Sumeru Apartments. Puthur. Selaiyur. Chennai - 600 126, (hereinafter called 'the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage. on its behalf. Patrician College of Arts and Science. Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment of employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

NOW IT IS HEREBY AGREED AS FOLLOWS

- 4

- 1. Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages Mrs.Raichel Diana to serve as a Assistant Professor on probation w.e.f. 01/06/2018 to 31/05/2019 to perform duties.
- 2. Your employment is from the 1^{51} of June 2018 and subject to the provisions of this Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.





Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91-044-2440 1362, 24426913 Telefax : +91-044-24401362 E-mail : director@patriciancollege.org, principal@patriciancollege.org Website : http://www.patriciancollege.org

> > 02.01.2017

To Ms.Reena Rachel.E, New No.8, Parijatha Ammal Street, Arumbakkam, Chennai – 600 106.

Dear Ms.Reena Rachel.E,

With reference to the interview, you are hereby informed that you have been appointed as "Asst. Professor in Department of Social Work" in this Institution. You have to join duty on or before 02.01.2017, on the terms and conditions given below:

- 1. You will draw a Gross Salary of Rs.18,859/- p.m.
- 2. You are expected to play a full and active part in corporate life of the college and will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
- 3. Your appointment will be temporary till 30.04.2017. You have to apply to the administrative office on or before this date for the extension of service.
- 4. Your appointment will be confirmed only if your services are found satisfactory.
- 5. In the interest of student's welfare, during the academic year you cannot resign the job.
- 6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
- 7. Your employment will be governed by Service Rules and Regulations of the College in force from time to time.
- 8. You are expected to submit all your original certificates on receiving the appointment order.
- 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Bro.O.J.Joseph Correspondent

Correspondent / Secretary PATRICIAN COLLEGE OF ARTS AND SCIENCE Gandhi Nagar, Adyar, Chennai -600 020.



Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras. Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : +91-044-2440 1362, 24426913 Telefax : +91-044-24401362 E-mail : director@patriciancollege.org, principal@patriciancollege.org Website : http://www.patriciancollege.org

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 29th day of April, 2017 (Two Thousand and seventeen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called `the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science, Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party anti Ms.Shirley.D, D/O. Mr.E.David Henry Gunasekaran, resident of No.79, Ragavan Street, Perambur, Chennai - 11, (hereinafter called `the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf, Patrician College of Arts and Science, Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment off employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

- Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages. Ms. Shirley.D to serve as a <u>Assistant Professor</u> on probation w.c.f. 01/06/2017 to 31/05/2018 to perform duties.
- 2. Your employment is from the 1st of June 2017 and subject to the provisions of the Agreement shall continue till such time, as the Employee shall cease to be a member with the College Staff.

1 17



Approved by the Govt. of Tamilnadu (G.O. No. 168) Affiliated to the University of Madras.

Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020. Phone : + 91 - 044 - 24401362, 24426913 Telefax : + 91 - 044 - 24401362 E-mail : director@patriciancollege.com, principal@patriciancollege.com Website : http://www.patriciancollege.com

27.11.2014

То

Mrs.Sindhu Sivan, Plot No.147, JKB Apartments, S1, 5th Cross Street, Lakshmi Nagar, Porur, Chennai - 116.

Dear Mrs. Sindhu Sivan,

With reference to the interview, you are hereby informed that you have been appointed as "Asst. Professor in Social Work" in this Institution. You have to join duty on or before 12/01/2015, on the terms and conditions given below:

- 1. You will draw a Gross Salary of Rs.20,300/- p.m.
 - 2. You are expected to play a full and active part in corporate life of the college and
 - will carry out such duties in addition to the formal work of teaching, as may be allotted to you from time to time.
 - 3. Your appointment will be temporary till 30.04.2015. You have to apply to the administrative office on or before this date for the extension of service.
 - 4. Your appointment will be confirmed only if your services are found satisfactory.
 - 5. In the interest of student's welfare, during the academic year you cannot resign the job. In case of resignation, the letter will be accepted with three month's notice or
 - three month's salary to be paid by you in lieu of notice period. 6. You shall be prompt in your attendance. Your hours of attendance shall be regulated to suit the duties entrusted to you from time to time.
 - 7. Your employment will be governed by Service Rules and Regulations of the
 - College in force from time to time. 8. You are expected to submit all your original certificates on receiving the
 - appointment order. 9. Your appointment is subject to the submission of your certificates and verification of your certificates for the approval from the University of Madras.

Kindly acknowledge the receipt of this letter of appointment.

Yours truly,

Bro. DA BO Bro.S.Arockia Raj

Recieved + accepted.

Correspondent / Secretary PATRICIAN COLLEGE OF ARTS AND SCIENCE Gandhi Nagar, Adyar, Chennai -600 020.

Correspondent



Approved by the Govt. Of Tamilnadu (G.O. No. 168) & Affiliated to the University of Madras Accredited 'A' Grade by NAAC

> Canal Bank Road, Gandhi Nagar, Adyar, Chennai - 600 020 Phone +91-044-2440 1362, 24426913 Telefax : +91-044-24401362 E-mail: director@patriciancollege.org, principal@patriciancollege.org Website: http://www.patriciancollege.org

CONTRACT OF SERVICE IN PATRICIAN COLLEGE OF ARTS AND SCIENCE

THIS AGREEMENT is made at Chennai on 25th day of May, 2017 (Two Thousand and seventeen) between the Governing Body of Patrician College of Arts and Science, Chennai (hereinafter called 'the employer' which expression shall include the members for the time being of the Governing Body of Patrician College of Arts and Science, Chennai and their successors) through the Director of Patrician College of Arts and Science, on the one party and Mrs.Vinola Sharobell.W, W/O. Mr.Joseph Raj, resident of Plot No.A3, KG Homes, A Block, 1st Floor, Loganathan Street, Kovilambakkam, Chennai – 600 117, (hereinafter called 'the employee') on the other party.

WHEREAS the Governing Body is set up by the Society of the Brothers of St. Patrick in India to run and manage, on its behalf, Patrician College of Arts and Science, Chennai (hereinafter referred to as "the College") and has constituted a Selection Committee for the recruitment of employees for the said College.

AND WHEREAS the Selection Committee has recommended the name of the employee for appointment as a Assistant Professor in Department of Social Work of Patrician College of Arts and Science and appoint the employee upon terms and conditions hereinafter appearing.

- Subject to the provisions of clause 11 hereinafter appearing the employer hereby engages Mrs. Vinola Sharobell.W to serve as a <u>Assistant Professor</u> on probation w.e.f. 01/06/2017 to 31/05/2018 to perform duties.
- Your employment is from the 1st of June 2017 and subject to the provisions of this Agreement shall continue till such time, as the Employee shall cease to be a member of the College Staff.