

The ICFAI Academy

52, Nagarjuna Hills, Hyderabad 500 082, India
Phone : 040-23435368 – 74, Fax : 040-2335-4302, 2521, e-mail : enm@icfai.org

Ref: Appt/HR/ISFS/9971/08

May 14, 2008

Ms Mohita Mathur ✓
74, Karyasheel Mahila Awas ✓
Banasthali University, Niwai ✓
District Tonk ✓
Ph: 09929201930 ✓

Dear Ms Mohita Mathur,

We are pleased to convey that based on your application and the subsequent interviews you had with us, we propose to offer you the position of **"Faculty Member"** on contract basis upto **June 30, 2013** on the following terms and conditions:

1. EFFECTIVE DATE OF CONTRACT:

The terms and conditions governing this appointment will be effective from the date of your joining the services of the organization.

2. PLACE OF POSTING:

Your posting will be presently at **Gurgaon**. You are required to report to **Centre Head**, ICFAI School of Financial Studies, First Floor, B Block, IDPL Complex, Dundahera, Old Delhi- Jaipur Road, Gurgon- 122 016.

3. JOINING REPORT:

You are required to report for duty on or before **May 29, 2008**. If you fail to report for duty on or before **May 29, 2008** this offer of appointment automatically stands withdrawn.

Please find enclosed the format of **Joining Report (Annexure – C)**. At the time of joining the duty, you are required to submit the duly filled in joining report along with the certificates in support of education, professional qualification, experience, Date of Birth, relieving letter from the immediate past employer, declaration on medical fitness etc., for verification together with one set of copies thereof and one passport size photograph for records at the time of reporting.

4. SALARY ALLOWANCES AND BENEFITS:

The details of the remuneration package and leave to which you are entitled are enclosed to this offer letter as **"Annexure A"**.

5. PROBATION/CONFIRMATION:

You will be on probation for a period of one year from the date of joining. The Management may, at its discretion, decide to extend or reduce the period of probation. Till the time you are intimated in writing regarding your confirmation, you shall continue to be on probation.

6. TRANSFER:

During the period of contract, you may be transferred to any of the offices/ centers/ divisions/ departments of the ICFAI and its affiliates or of its associate organizations existing or to be set up at any other location in India or abroad, protecting the compensation package and allowances last drawn in the current location.

Cont...2.

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Ref:HR/10/Ter/ISFS/ 003

February 25, 2010

Ms. Mohita Mathur
Emp No 18D23768
Faculty Member
ISFS - Gurgaon

Dear Ms. Mohita Mathur

Sub : Termination of Contract of appointment – reg.

Ref : Your Appointment Letter No. Appt/HR/ISFS/9971/08 dt. May 14, 2008

With reference to the above, please refer to your Appointment Letter dated May 14, 2008 appointing you as Faculty Member in our Organisation. In this context, the Management would like to inform you that due to organizational restructuring in the light of present economic scenario, global financial crisis, it has been decided to terminate the contract of your employment with effect from May 31, 2010.

The termination notice will be with immediate effect. Therefore, you are hereby informed that you will be relieved of your duties at the close of office hours on May 31, 2010 as per the terms of your appointment.

You are advised to contact the HR Department after your date of relinquishment of duties for full and final settlement of your Account, as per your entitlement.

Wishing you all the best in your future endeavour.

Yours sincerely,



Head
Central HR Department

Ref. No. : IITM-JP/Offer letter/2015/ 1330

Date: June 06, 2015

Dr. Mohita Mathur
514, Sector 22B, Old Delhi
Jaipur Road,
Gurgaon

Sub.: Offer for the post of 'Assistant Professor'

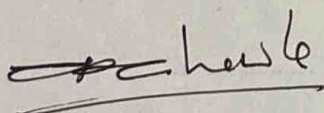
Dear Dr. Mohita Mathur,

With reference to your application and the subsequent interview, we are pleased to offer you the position of "**Assistant Professor**" in our Institute in the pay scale of Rs. 15600-39100 plus usual allowances.

The terms and conditions of the contract shall be elaborated in the Appointment Letter.

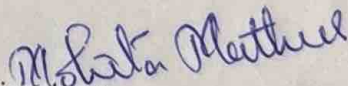
In case, the above is acceptable to you, you would be required to join the Institute on 15th July, 2015. Kindly bring the original certificates alongwith four coloured passport size photographs at the time of joining.

Yours faithfully,



Prof (Dr) C P Chawla
Director
Prof. (Dr.) C. P. Chawla
Director
Institute of Innovation in Technology
& Management, New Delhi

I accept the offer.


Signature:

Name: MOHITA MATHUR.

Date: 7/6/15

वनस्थली विद्यापीठ
पो. वनस्थली विद्यापीठ ३०४०२२
(राजस्थान)



BANASTHALI UNIVERSITY
P.O. BANASTHALI VIDYAPITH 304022
(RAJASTHAN)

K.A./6521/2008-2009
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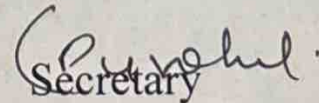
Dated: 3.8.2008

CERTIFICATE

This is to certify that Ms. Mohita Mathur served the Banasthali Vidyapith as Lecturer Management in the Department of Women's Institute for Studies in Development Oriented Management (WISDOM) on contract basis from 25.7.2005 to 30.6.2008 in the pay scale 8000-275-13500.

On account of her resignation, she was relieved in the afternoon of 30.6.2008. At the time of her leaving the Banasthali Vidyapith she was drawing Rs.8550/- as basic pay and other allowances as per University rules.

During her tenure here, she taught Under-graduate & Post-graduate classes.


Secretary

Banasthali University