

DEVI SHARVANI EDUCATION SOCIETY'S  
**V. M. SALGAOCAR COLLEGE OF LAW**

Miramar, Panjim, Goa - 403 001, India

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F.VMSCL/ PERS./2021-22/428

Date: 6<sup>th</sup> October, 2021

**OFFER OF APPOINTMENT FOR THE POST OF ASSISTANT PROFESSOR IN  
POLITICAL SCIENCE**

To,  
Mr. Ramrai Kaloji Naik  
Ramnath Apartment  
Shantinagar, Ponda-Goa

Dear Sir,

With reference to your application dated 23.08.2021 Governing Body of Devi Sharvani Education Society, is pleased to inform you that you are hereby offered an **Offer of Appointment** to the post of **Assistant Professor in Political Science on Regular Full Time Basis** in our V. M. Salgaocar College of Law Mira-Mar- Goa, on the following terms and conditions:

1. Your appointment is on Full Time Regular basis and will be with effect from the date of your joining in the pay scale starting pay of Rs. 57,700/- + DA + HRA and Other Allowances as prescribed by Govt. of Goa, Goa University and UGC for full time regular post. Allowances at the rates admissible under the Rules from time to time as per 7<sup>th</sup> Pay Commission.
2. Your appointment offer is subject to approval of Goa University and Directorate of Higher Education, Government of Goa.
3. Your appointment will be on probation for a period of One year. At the end of the said period of probation your performance will be reviewed. If the same is found to be satisfactory your services will be confirmed by a letter of confirmation. Management has the option of extending the probation or terminating the Services if not found satisfactory.
4. During the period of probation, your services can be terminated on either side by giving one month's notice or one month's salary in lieu thereof, without assigning any reasons. On confirmation, your services are terminable, on either side, by giving three months' notice or three months' salary in lieu thereof as per provision of Rules in force.
5. Your work timings will be as per the pattern of timings prescribed for the department of your posting. Please note that, the management reserves the right to call upon you as per the exigencies of work on various shifts and/ or beyond your particular shift timings without extra remuneration or allowances. Refusal to work beyond normal duty timings in cases of exigencies will be considered as a grave misconduct on your part.



6. Your services will be governed by the provisions of the Goa University Act, Statutes, Ordinances, Regulations and the Rules of the Goa University for the time being in force and the Rules of the Governing Body of the Devi Sharvani Education Society and UGC not consistent with the Act, Statutes, Ordinances, Rules and Regulations of the University.
7. You will communicate to us your mailing address for correspondence. Any communication sent to you at the address last communicated to us shall be deemed to be duly served on you. You will be required to promptly inform us of any changes in your personal status (i.e. change of address, qualification, marital status, etc.)
8. Management expects you to work diligently so that the services are rendered faithfully and loyally. Any leakage of information shall be treated as grave misconduct.
9. You shall abide by the instructions and orders of your superiors and submit true and faithful information and/or explanation whenever required in respect of all matters entrusted to you by the Institute.
10. In addition to the assignments given to you, you will also have to carry out any other job assigned to you, depending upon the exigencies of work.
11. The Institute shall be at liberty to introduce change and/ or alter any rules and conditions as may be considered expedient in effecting improvement in the existing set-up, having regard to the factors such as computerization and modern technology.
12. In the course of your service you may acquire or have access to confidential information and it will be condition of your employment that you treat this as the property of the Institute and refrain from disclosing it to any outside party under any circumstances without the written permission of the Management.
13. Your employment at the Institute being on whole time basis, you shall not engage yourself directly or indirectly in any other business or employment remunerative or otherwise.
14. On cessation of your service with us, you will hand over all equipment, keys records, and any other material of the Institute, in your possession, to your Immediate Superior, and obtain a receipt of having returned the same, besides settling all accounts with all concerned departments.
15. Your appointment will be subject to your submission of 4 photographs, attested copies of certificates in support of your (a) date of birth (b) academic qualifications (c) Relieving order from your present employer, if any, (d) PAN Card, (e) Aadhar Card and at the time of your joining or earlier.
16. The date of birth recorded as per the original certificate submitted by you at the time of joining shall not be altered for whatever reasons.
17. You have to obtain Medical Fitness Certificate before joining from Goa Medical College, Bambolim-Goa.

18. You have to obtain two separate character certificates from First Class Magistrate, M.P. or First Class Gazetted Officer before joining the post.

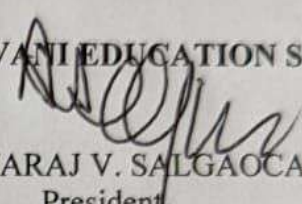
19. You have to also obtain Police Clearance.

20. In case you accept the offer of appointment and on issue of appointment order, you shall have to submit discharge certificate(s), Last pay Certificate from your present employer(s) if any, and to execute a DEED OF CONTRACT of Service in the enclosed form at the time of joining the duties.

Please acknowledge the receipt of this offer.

Yours faithfully,

For DEVI SHARVANI EDUCATION SOCIETY

  
(DATTARAJ V. SALGAOCAR)  
President

To,  
Mr. Ramrai Kaloji Naik  
Ramnath Apartment  
Shantinagar, Ponda-Goa

Accepted:

Date:

Place: Mira-Mar – Goa