Poorna Prajna Public School

Ref: PPPS/2022-23/22

Dated: 30/06/2022

To

Ms. Shivani
A-70, Near Talab,
Ghitorni,
New Delhi-110 030

OFFER OF APPOINTMENT AS T.G.T. HINDI ON CONTRACT (TEMPORARY) BASIS W.E.F. 01/07/2022

Dear Ms. Shivani,

With reference to your application for the post of T.G.T. Hindi, we have the pleasure to offer you a temporary appointment on contractual basis for a limited period as T.G.T. Hindi w.e.f. 01/07/2022 to 12/05/2023 on consolidated remuneration of Rs.25,000/- (Rupees Twenty Five thousand only) per month on following terms and conditions:-

PERFORMANCE OF DUTIES

1. The School expects you to perform duties allotted to you on joining the services of the School and such other duties as may be assigned to you from time to time, by the School and you will abide as follows:

   (a) To work in a socially and environmentally responsible manner.
   (b) Follow the instructions and orders given to you by or on behalf of the School by Principal and orders in relation to your employment and job functions.
   (c) Faithfully safeguard the interests of the School.
   (d) Comply with the general regulations and special instructions issued to you by the Principal.
   (e) During the period of your employment, you are required to devote your full time and attention exclusively to your duties with the School and to the furtherance of the School's interest.

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MANAGEMENT New Delhi

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