



Laxmi Charitable Trust's  
Sheth L.U.J. College of Arts & Sir M.V. College of Science & Commerce  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai 400 069.

### 2.4.1.1 Teaching Staff and Sanctioned post for the A.Y 2023-24

Sr. No.	Teaching Staff	Department	Sanctioned Position
1	Dr. Mahendra G. Kanojia	BSc. Computer Science	In-Charge Principal/ Co-ordinator
2	Mrs. Pradnya Kharade	BSc. Computer Science	Lecturer
3	Ms Jyoti Chauhan	BSc. Computer Science	Lecturer
4	Mrs. Sneha Gokarnkar	BSc. Information Technology	Co-ordinator
5	Mrs. Rohini Jagadale	BSc. Information Technology	Lecturer
6	Ms. Merina Gheevarghese	BSc. Information Technology	Lecturer
7	Mr Sumitkumar Tripathi	BSc. Information Technology	Lecturer
8	Mrs Shweta Khopde	BSc. Biotechnology	Co-ordinator
9	Ms Dnyanada Ghadi	BSc. Biotechnology	Lecturer
10	Ms Dhvani Kapadia	BSc. Biotechnology	Lecturer
11	Dr. Priyanka Vartak	BSc. Biotechnology	Lecturer
12	Mrs. Manisha M. Sayani	Bachelor of Arts in Multimedia and Mass Communication	Co-ordinator
13	Ms Namrata Ganesh Singh	Bachelor of Arts in Multimedia and Mass Communication	Lecturer
14	Ms Charmy Surendra Shah	Bachelor of Arts in Multimedia and Mass Communication	Lecturer

(P)





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**Sheth L.U.J. College of Arts & Sir M.V. College of Science & Commerce**  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai 400 069.

#### 2.4.1.1 Teaching Staff and Sanctioned post for the A.Y 2022-23.

Sr. No.	Teaching Staff	Department	Sanctioned Position
1	Dr. Mahendra G. Kanojia	BSc. Computer Science	In-Charge Principal/ Co-ordinator
2	Mrs. Pradnya Kharade	BSc. Computer Science	Lecturer
3	Ms Jyoti Chauhan	BSc. Computer Science	Lecturer
4	Mrs. Sneha Gokarnkar	BSc. Information Technology	Co-ordinator
5	Mrs. Rohini Jagadale	BSc. Information Technology	Lecturer
6	Ms. Merina Gheevarghese	BSc. Information Technology	Lecturer
7	Mr Sumitkumar Tripathi	BSc. Information Technology	Lecturer
8	Mrs Shweta Khopde	BSc. Biotechnology	Co-ordinator
9	Ms Dnyanada Ghadi	BSc. Biotechnology	Lecturer
10	Ms Dhvani Kapadia	BSc. Biotechnology	Lecturer
11	Ms Priya Vishwakarma	BSc. Biotechnology	Lecturer
12	Dr. Priyanka Vartak	BSc. Biotechnology	Lecturer
13	Mrs. Manisha M. Sayani	Bachelor of Arts in Multimedia and Mass Communication	Co-ordinator
14	Ms Namrata Ganesh Singh	Bachelor of Arts in Multimedia and Mass Communication	Lecturer
15	Ms Charmy Surendra Shah	Bachelor of Arts in Multimedia and Mass Communication	Lecturer

Note - Ms. Priya Vishwakarma resigned on 30/01/2023 & her last working day was 02/03/2023.  
Dr. Priyanka Vartak joined the institution on 15/03/2023.





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#### 2.4.1.1 Teaching Staff and Sanctioned post for the A.Y 2021-22.

Sr. No.	Teaching Staff	Department	Sanctioned Position
1	Shri Mahendra G. Kanojia	BSc. Computer Science	Co-ordinator
2	Ms Pradnya Kharade	BSc. Computer Science	Lecturer
3	Ms Jyoti Chauhan	BSc. Computer Science	Lecturer
4	Miss Sneha Gokarnkar	BSc. Information Technology	Co-ordinator
5	Rohini Jagadale	BSc. Information Technology	Lecturer
6	Merina Gheevarghese	BSc. Information Technology	Lecturer
7	Mr Sumitkumar Tripathi	BSc. Information Technology	Lecturer
8	G. Sangeeta	BSc. Biotechnology	Co-ordinator
9	Ms Runali Prabhakar Chalke	BSc. Biotechnology	Lecturer
10	Sajari Nandkumar Raut	BSc. Biotechnology	Lecturer
11	Malardevi M. Nadar	BSc. Biotechnology	Lecturer
12	Mrs Manisha M. Sayani	Bachelor of Arts in Multimedia and Mass Communication	Co-ordinator
13	Ms Namrata Ganesh Singh	Bachelor of Arts in Multimedia and Mass Communication	Lecturer
14	Ms Charmy Surendra Shah	Bachelor of Arts in Multimedia and Mass Communication	Lecturer





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**2.4.1.1 Teaching Staff and Sanctioned post for the A.Y 2020-21.**

Sr. No.	Teaching Staff	Department	Sanctioned Position
1	Shri. Mahendra G. Kanojia	BSc. Computer Science	Co-ordinator
2	Ashish Chaturvedi	BSc. Computer Science	Lecturer
3	Miss Sneha Gokarnkar	BSc. Information Technology	Co-ordinator
4	Ms Shivanya Vikrant Kadam	BSc. Information Technology	Lecturer
5	Rohini Jagadale	BSc. Information Technology	Lecturer
6	Merina Gheevarghese	BSc. Information Technology	Lecturer
7	G. Sangeeta	BSc. Biotechnology	Co-ordinator
8	Ms Runali Prabhakar Chalke	BSc. Biotechnology	Lecturer
9	Ms Rinku Pramanick	BSc. Biotechnology	Lecturer
10	Sajari Nandkumar Raut	BSc. Biotechnology	Lecturer
11	Malardevi M. Nadar	BSc. Biotechnology	Lecturer
12	Mrs Manisha M. Sayani	Bachelors of Mass Media/Bachelor of Arts in Multimedia and Mass Communication	Co-ordinator
13	Ms Namrata Ganesh Singh	Bachelors of Mass Media/Bachelor of Arts in Multimedia and Mass Communication	Lecturer
14	Ms Charmy Surendra Shah	Bachelors of Mass Media/Bachelor of Arts in Multimedia and Mass Communication	Lecturer





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### 2.4.1.1 Teaching Staff and Sanctioned post for the A.Y 2019-20.

Sr. No.	Teaching Staff	Department	Sanctioned Position
1	Shri. Mahendra G. Kanojia	BSc. Computer Science	Co-ordinator
2	Ms Pradnya Bhabal	BSc. Computer Science	Lecturer
3	Mr. Ashish Chaturvedi	BSc. Computer Science	Lecturer
4	Miss Sneha Gokarnkar	BSc. Information Technology	Co-ordinator
5	Rohini Jagadale	BSc. Information Technology	Lecturer
6	Merina Gheevarghese	BSc. Information Technology	Lecturer
7	Ms. Shivanya Kadam	BSc. Information Technology	Lecturer
8	G.Sangeeta	BSc. Biotechnology	Co-ordinator
9	Ms Runali Prabhakar Chalke	BSc. Biotechnology	Lecturer
10	Ms Rinku Pramanick	BSc. Biotechnology	Lecturer
11	Sajari Nandkumar Raut	BSc. Biotechnology	Lecturer
12	Malardevi M.Nadar	BSc. Biotechnology	Lecturer
13	Mrs Manisha M.Sayani	Bachelors of Mass Media/Bachelor of Arts in Multimedia and Mass Communication	Co-ordinator
14	Ms Jyotika Naidu	Bachelors of Mass Media/Bachelor of Arts in Multimedia and Mass Communication	Lecturer





Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

MVLU/T/Appt/149/2022-23

Date: 26<sup>th</sup> July 2022

To

Mrs. Rohini Jagdale  
C-15 Kamdhenu CHS,  
Near Shankar Mandir,  
Opp. Kalwa Post Office,  
Old Thane Belapur road,  
Kalwa (West), Thane – 400605.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Information Technology Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 32760/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head/ Principal/ Director.



SHETH L. U. JHAVERI COLLEGE OF ARTS  
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SIR M. V. COLLEGE OF SCIENCE & COMMERCE  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



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Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
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Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: R. Jagdale

Date: 2/8/2022



o/c

Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-C

Date: 26<sup>th</sup> June 2021

To,  
Mrs. Rohini Jagdale  
C-15 Kamdhenu CHS,  
Near Shankar Mandir,  
Opp. Kalwa Post Office,  
Old Thane Belapur road,  
Kalwa (West), Thane - 400605.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as a Full Time Lecturer in Information Technology department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/212/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

Received  
(P)

  
Director



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/2019-20

Date: 16<sup>th</sup> July 2019

To,  
Mrs. Rohini Jagdale  
C-15, Kamdhenu CHS, Near Shankar  
Mandir, Opp. Kalwa Post Office,  
Old Thane Belapur Road, Kalwa (w),  
Thane- 400 605.

Dear

We are pleased to appoint you as an Lecturer in the Information Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 26,620/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis. You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



SHETH L. U. JHAVERI COLLEGE OF ARTS  
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SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: RA

Date: 25/7/19



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
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Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

MVLU/T/Appt/145/2022-23  
Date: 26<sup>th</sup> July 2022

To,  
Ms. Dnyanada Ghadi  
Room no. 1, Khaparidev Sadan,  
G.D. Ambekar Marg,  
Kalewadi Kalachowki,  
Mumbai - 400033.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Biotechnology Department of the College on the following Terms and Conditions with effect from 13<sup>th</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 25,000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your section head / Director/ Principal.



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Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of the term.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching-learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



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Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: Josephadi

Date: 03/08/2022



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
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Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

MVLU/T/Appt/133/2022-23  
Date: 26<sup>th</sup> July 2022

To  
Ms. Merina Gheevarghese  
E-3 New Mayur CHS,  
Military Road, Marol  
Andheri (East)  
Mumbai - 400059.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Information Technology Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 26700/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head / Principal/ Director.



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Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : [info@mviucollege.in](mailto:info@mviucollege.in)

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



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11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: M. J. J. J.

Date: 2/8/2022.



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Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
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Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

No. MVLU/T/APP/041-D

Date: 26<sup>th</sup> June 2021

To,  
Ms. Merina Gheevarghese  
E-3 New Mayur CHS,  
Military Road, Marol,  
Andheri (East),  
Mumbai - 400059.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as a Full Time Lecturer in Information Technology department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/207/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

*Merina*  
*21/8/23*  
*Received.*

Director



**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/2019-20

Date: 16<sup>th</sup> July 2019

To,  
Ms. Merina Gheevarghese  
E-3 New Mayur CHS,  
Military Road, Marol  
Andheri (East)  
Mumbai- 400 059.

Dear

We are pleased to appoint you as an Lecturer in the Information Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 22,000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis. You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature:

Date:

26/7/19.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/135/2022-23

Date:

To  
Ms. Charmy Shah  
7, Rane Niwas, Near B.P.E.S High School,  
Farid Nagar, P.N Road,  
Bhandup (West) Mumbai-400078.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Arts (Multimedia & Mass Communication) Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 25000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head / Director/ Principal



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of the term.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature:

Date:

02/08/22

o/c

Laxmi Charitable Trust's

Tel.: 6699 2022



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-G

Date: 26<sup>th</sup> June 2021

To,  
Ms. Charmy Shah  
7, Rane Niwas, Near B.P.E.S High School,  
Farid Nagar, P.N Road,  
Bhandup (West) Mumbai-400078.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as a Full Time Lecturer in Multimedia & Mass Communication department for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/APP/131/2020-21 dated 13<sup>th</sup> January 2021.

Please note that you will be paid the salary as approved by the management from time to time.

Rec.  
Charmy

  
Director



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/13/2020-21

Date: 13<sup>th</sup> Jan 2021

To  
Ms. Charmy Shah  
7, Rane Niwas, Near B.P.E.S High School,  
Farid Nagar, P.N Road,  
Bhandup (West) Mumbai-400078.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Mass Media Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> January 2021 to 30<sup>th</sup> April 2021.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 17,000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your section head / Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis, You will be eligible for Vacation Pay after working for the

Rec.  
*Charmy*





**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of the term.

6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.





Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

12. You will have to submit a Medical Fitness Certificate from a Registered Medical Practitioner stating that you are not suffering from any communicable disease within three days of receipt of this letter.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

MVLU/T/Appt/136/2022-23  
Date: 26<sup>th</sup> July 2022

To  
Ms. Jyoti Chauhan  
704, Andheri Sai baba CHS,  
Radha Krishna Cross Road,  
Andheri (East)  
Mumbai - 400069.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Computer Science Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 26000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head/ Principal/ Director.



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

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Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching-learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS

AND

SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: Chauhan

Date: 03/08/2022



016

Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

No. MVLU/T/APP/041-L

Date: 26<sup>th</sup> June 2021

To,  
Ms. Jyoti Chauhan  
704, Sai baba CHS,  
Radha Krishna Cross Road,  
Andheri (East)  
Mumbai - 400069.

Dear Madam,

You are hereby informed that we are pleased to appoint you as a Full Time Lecturer in Computer Science department of the college with effect from 1<sup>st</sup> July 2021 for the Academic Year 2021-22.

Please note that you will be paid the salary as approved by the management from time to time.

*Jyoti Chauhan*  
03/08/23

Received.

*Jyoti Chauhan*  
Director



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-I

Date: 26<sup>th</sup> June 2021

To,

Mrs. Sangeetha G.  
No. 402, Building No. 5AB,  
Asmita Mogra CHS,  
Sri Datta Jagdamba Marg,  
Near Shere-e-Punjab,  
Andheri (East),  
Mumbai - 400093.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as Co-ordinator in Biotechnology department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/211/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

  
Director



Tel.: 6699 2022

Laxmi Charitable Trust's

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

MVLU/T/Appt/21/2019-20  
Date: 16<sup>th</sup> July 2019

To,  
Smt. G. Sangeetha  
No. 402, Building No. 5AB,  
Asmita Mogra CHS.,  
Sri Datta Jagadamba Marg,  
Near Shere-E-Punjab,  
Andheri (East),  
Mumbai - 400 093.

Dear

We are pleased to appoint you as an Co-ordinator in the Bio-Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Director. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 39,930/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis, You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature:

Date: 26/07/19



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/142/2022-23

Date: 26<sup>th</sup> July 2022

To

Smt. Sneha S. Gokarnkar  
1B/1805, Dreams CHS, LBS Marg,  
Near Bhandup Station,  
Bhandup West Mumbai – 400078.

Dear

We are pleased to appoint you as a Co-ordinator in the Bachelor of Information Technology Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Principal/ Director. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 50200/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head / Principal/ Director.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS

AND

SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS

AND

SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: M. J. Kamboj

Date: 02/08/2022



010

Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-E  
Date: 26<sup>th</sup> June 2021

To,  
Mrs. Sneha Gokarnkar  
1B/1805, Dreams CHS, LBS Marg,  
Near Bhandup Station,  
Bhandup West Mumbai - 400078.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as Co-ordinator in Information Technology department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/197/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

Received  
*[Signature]*

*[Signature]*  
Director



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/197/2019-20

Date: 16<sup>th</sup> July 2019

To,  
Smt. Sneha S. Gokarnkar  
1B/1805, Dreams CHS, LBS Marg,  
Near Bhandup Station ,  
Bhandup West-400078

Dear

We are pleased to appoint you as an Co-ordinator in the Information Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Director. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 42,436/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis. You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.





**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

MVLU/T/Appt/2019-20

Date: 16<sup>th</sup> July 2019

To,  
Ms. Rinku Pramanick  
401, Ekta Wf Housing Soc,  
B/H Bharat Bank  
Kurar Village Malad East  
Mumbai- 400 097.

Dear

We are pleased to appoint you as an Part-Time Lecturer/ Co-ordinator in the Bio-Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 16,500/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis, You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

26/7/19



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

MVLU/T/Appt/132/2022-23

Date: 26<sup>th</sup> July 2022

To

Mrs. Pradnya Kharade  
C-1804, Aadi Allure, Mirashi Nagar,  
Near Pariwar Society,  
Kanjurmarg (East)  
Mumbai - 400042.

Dear

We are pleased to appoint you as a Lecturer in the Bachelor of Computer Science Department of the College on the following Terms and Conditions with effect from 1<sup>st</sup> June 2022 for Academic year 2022-23 & 2023-24. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 38000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted.
4. You may be called to work beyond the normal working hours / holidays, as and when required with prior intimation. You will be required to attend seminars / workshops, as per the directions of your Section Head/ Principal/ Director.



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : [info@mvlucollege.in](mailto:info@mvlucollege.in)

5. You are entitled to 8 days of Casual Leave in a year. You will be eligible for Casual Leave on a pro rata basis, you will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if you remain absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.
7. During your tenure of service in the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, we expect you to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc. as assigned by the Co-ordinator.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College, which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment, we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.



Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature:

Date: 02/08/22



O/C

Laxmi Charitable Trust's

Tel.: 6699 2022

SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-A

Date: 26<sup>th</sup> June 2021

To,

Mrs. Pradnya Bhabal  
C-1804, Aadi Allure, Mirashi Nagar,  
Near Pariwar Society,  
Kanjurmarg (East)  
Mumbai - 400042.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as a Full Time Lecturer in Computer Science department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/204/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

Received  
PJB

  
Director



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069,

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/2019-20

Date: 16<sup>th</sup> July 2019

To,  
Pradnya B Bhabal,  
A/102, Randhir Vihar,  
Lalasheth Comp,  
Bhandup (w),  
Mumbai - 400 078.

Dear

We are pleased to appoint you as an Lecturer in the Computer Science Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 32,065/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis. You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching-learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : [Info@mvlucollege.in](mailto:Info@mvlucollege.in)

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature: P. Bhabani

Date: 25-07-19

works as a PT lect. wret 1st sept '20  
due to maternity. Sal Rs 16,032/- (i.e.  
for 50% sal).  
31/08/20



Laxmi Charitable Trust's

Tel.: 6699 2022

**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**  
Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinai College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

No. MVLU/T/APP/041-K

Date: 26<sup>th</sup> June 2021

To,  
Ms. Sajari Raut  
Matru-Manas at Kirawali,  
Taluka & Post-Vasai  
Dist-Palghar – 401201.

Dear Madam,

You are hereby informed that we are pleased to continue your appointment as Full Time Lecturer in Biotechnology department of the college for the Academic Year 2021-22. Your service conditions will remain same as per the letter no. MVLU/T/Appt/209/2019-20 dated 16<sup>th</sup> July, 2019.

Please note that you will be paid the salary as approved by the management from time to time.

  
Director



**SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE**

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)

E-mail : info@mvlucollege.in

MVLU/T/Appt/2019-20  
Date: 16<sup>th</sup> July 2019

To,  
Ms. Sajari Nandkumar Raut  
Matru-Manas At Kirawali,  
Taluka & Post – Vasai  
Dist- Palghar – 401201.

Dear

We are pleased to appoint you as an Lecturer/ Co-ordinator in the Bio-Technology Department of the College on the following Terms and Conditions with effect from 6<sup>th</sup> June 2019 for the period of two years. Your reappointment in the service is subject to the satisfactory performance.

1. Your appointment is subject to and shall be governed by the Service Rules in force from time to time, which form a part of the terms of your employment. This appointment is subject to you being fit during your tenure. Any disability which impacts your teaching ability would invite reconsideration of your employment.
2. You will report directly to the Department co-ordinator. You shall diligently and faithfully carry out instructions that may be given in connection with the work assigned to you.
3. You will be paid a consolidated remuneration of Rs. 22,000/- per month. All future increments shall be based on performance and general conduct evaluated on a continuous basis. Matters related to remuneration and/or increments should be treated as confidential. Your remuneration is subject to income tax deduction at source. It is therefore incumbent on you to furnish the details of investment, if any, by December. If you fail to submit documentary proof of investment, applicable tax will be deducted from January to March.
4. You may be called to work beyond the normal working hours / holidays as and when required with prior intimation. You will be required to attend seminars / workshops, as per directions of your section head/ Director.
5. You are entitled to 8 days of Casual Leave in an academic year. You will be eligible for Casual Leave on a pro rata basis. You will be eligible for Vacation Pay after working for the entire term. The entire vacation will be considered as Leave without pay if absent on the last day and first day of College.
6. You shall, at all times perform your duties with integrity and commitment. You are expected to focus upon and endeavor to improve the teaching -learning process, the image and the reputation of the College. You shall do nothing which is inappropriate of a Teacher and which would adversely affect the credit and prestige of the College.



SHETH L. U. JHAVERI COLLEGE OF ARTS  
AND  
SIR M. V. COLLEGE OF SCIENCE & COMMERCE

Dr. S. Radhakrishnan Marg, Andheri (East), Mumbai - 400 069.

Associate College : Shri Chinal College of Commerce & Economics, Andheri (East)  
E-mail : info@mvlucollege.in

7. During your tenure with the college, you shall not share and/or disclose any matter or post any comment on social media/ press concerning the college.
8. You will be required to give one month's notice or gross remuneration in lieu thereof if you wish to leave. As a commitment to the Institution and the students, you are required to complete the Academic Year. You will have to complete the syllabus, supervision or invigilation, paper corrections, submission of marks, etc.
9. Upon your resignation and/or early termination you shall be duty bound to return all materials and belongings of the College. Failure to do this will result in withholding your salary and deducting the value of such belongings. Further you shall not disclose any vital/confidential information pertaining to the College to any outsider and/or part with such information to the public at large or post comments on social media about issues/persons related to the College which may adversely affect the interest and/or reputation of the College and/or management.
10. If we wish to terminate your appointment we will give you one month's notice or remuneration in lieu thereof. In case of termination, the Management has the discretion to waive off the notice period.
11. The College follows a policy of zero tolerance towards any act of child abuse in any form including verbal, physical and sexual. Offenders will be terminated from service with immediate effect.

If the above-mentioned Terms and Conditions are acceptable to you, please sign the duplicate copy of this letter as acceptance of our appointment.

Yours truly,

Principal/ Director

I accept the terms and conditions, and undertake to abide by the same.

Signature:

Date: 29/07/2019