



Mob.: 9956158473, 7991509383

ASCENT PUBLIC SCHOOL

Jahanbad Road, Ghatampur, Kanpur-209 206

Affiliation No. 2131574 School Code : 55062

Website : www.ascentaschools.in E-mail : ascentaschool23611@gmail.com

Ref No. _____
To,

Ms. Kritija Gupta

Kanpur

Date _____

Dated: 28/07/2019

Subject: Letter of Appointment for the Post of Counselor/ Wellness Teacher

With reference to your application for the post of **Counselor / Wellness Teacher** and subsequent interview held on, 25/06/2019 we are pleased to offer you the post of **Counselor / Wellness Teacher** in Ascent Public School Ghatampur Kanpur in the pay-scale and terms & conditions as below:

Post	: Counselor
Total Gross Salary	: 15000/- Consolidated

The appointment is adhoc and shall not have any claim on the substantial posting. You are required to join the school on 01/07/2019.

After the successful completion of one year of your service, the Managing Committee of the Ascent Public School Ghatampur Kanpur, may at its discretion, appoint/confirm you as Counselor / Wellness Teacher.

Terms & Conditions:

- That, in case you do not join by the specified date, this offer shall stand automatically withdrawn.
- That you will remain on probation for a period of one year. Your actual performance during the year will determine your confirmation. The management committee may extend the probation period for one more year.
- That, you may resign from the job giving one month's notice in writing or one month's salary including all the allowances in lieu thereof.
- That, You may be terminated from the job giving one month's notice in writing or by paying one month's salary including all the allowances in lieu thereof.

- e. That, this is a full time employment and your service will be at the disposal of the school. You shall not engage yourself directly or indirectly, part-time / full time except with the prior approval of the institute, in any trade or business or undertake any employment for money or otherwise while in the service of the school.
- f. That, your appointment is based on the information supplied by you and if at any time before or after joining services, it comes to the notice of the management that you have concealed any facts or supplied wrong information about your candidature at the time of your appointment, your services shall be liable for termination with immediate effect, without notice or compensation.
- g. That, you should also observe and be bound by the prevalent service rules, code of conduct or any other rules/regulations of the Ascent Public School Ghatampur Kanpur.

We welcome you to Ascent Public School Ghatampur Kanpur and look forward to having a long lasting relationship. You are requested to sign the duplicate copy of this letter as a token of acceptance of the above-mentioned terms and conditions.

Thanking you.

Yours faithfully,

For Ascent Public School

Ghatampur Kanpur

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Chairperson

Terms and Conditions as above are Accepted



(Name & Signature of the Employee)