

प्रति,

डॉ. सुनिल कवाड सर
कार्यकारी सी.आ.लव
एम.आय.टी पुणे

अर्जदार :- शेखर बापुसाहेब भोसले .
रा.आळंदी देवाची, ता.हवेली.जि.पुणे

विषय :- आपल्या कॉलेजमध्ये काम करण्याची संधी मिळणेबाबत .

महोदय,

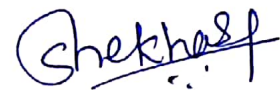
माझे नाव शेखर बापुसाहेब भोसले असुन माझा भाऊ शैलेश बापुसाहेब भोसले हा आपल्या एम.आय.टी आर्ट्स, कॉमर्स आणि सायन्स कॉलेज आळंदी येथे ८ वर्षांपासून काम करत होता. परंतु २ डिसेंबर २०१६ रोजी त्याचे आकस्मात निधन झाले .

आमच्या घरामध्ये तो एकमेव कमावता होता व सर्व घरची आर्थिक जबाबदारी त्याच्यावर होती तसेच घरात कोणीही कमावता नाही . घरातील परिस्थिती अत्यंत हालाकीची आसून सर्व जबाबदारी माझ्यावर आली आहे .

तरी मी विनंती करतो की, मला आपल्या कॉलेजमध्ये त्याच्या शिपाई या पदावर काम करण्याची संधी मिळावी .तरी माझ्या अर्जाचा सहानुभूतीपूर्वक विचार करावा ही नम्र विनंती .

कळावे,


आपला विश्वासू,



(शेखर बापुसाहेब भोसले)

मो.नं. ९८५०५००३०१

७७०९३८८३३५

Psj. Wapuse,
Appointed as a
Helper in M.D.A.C.S.C.
Pl. speak 

Date: 04/08/2017


To,
Dr. Sunil Karad
Trustee & Executive Director,
MIT Group of Institutions,
Pune -411038


Subject: Regarding appointment of a new person.

Respected Sir,

It will be better if we appoint Mr. Shekhar Bapusaheb Bhosale as a peon in MITACSC. I request you to please suggest the salary per month to be given to him.


Thanking you,


Dr. B. B. Waphare
Principal

6,000/month


Encl: Letter received from ED office.

Joining. w.e.f. 9th Aug. 2017

HR

08/08/17



APPOINTMENT LETTER

Ref. – MIT ACSC/HR/AL/2017-18/112

10th August 2017

To,
Mr. Shekhar Bapusaheb Bhosale
Dehuphata, Alandi (D),
Tal. Khed, Dist. Pune- 412105
Contact No: 9850500301/ 7709388335

Subject: Appointment letter for the post of "Peon".

Dear Mr. Shekhar Bapusaheb Bhosale,

We are pleased to appoint you in a full time position of "Peon" at MIT Arts Commerce & Science College, Alandi.

In your position of "Peon", you will be responsible for the tasks assigned to you as per reporting authority.

The terms and conditions of the employment are as mentioned hereunder:

1. You will be governed by the service rules of MIT ACSC, as mentioned in MIT ACSC HR MANUAL, including revisions in such rules as may be effected from time to time.

You will also be governed by the Services Rules of UGC, Maharashtra Universities Act, 2016, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the Savitribai Phule Pune University, State Government and MAHER Trust from time to time.

Your appointment is subject to approval by competent authority. In any case appointment as per University Selection procedure and approval is mandatory and final.

2. You will be paid a consolidated salary of Rs. 6,000/- (Rupees Six Thousand Only) per month. The monthly salary will be paid to you after deduction of the income tax, professional tax and other statutory levies required to be deducted as per the Government regulations. You shall keep your salary details confidential and shall not discuss with others in the organization except the competent authorities. The organization doesn't encourage the employees to inquire about the pay structures of other colleagues and such activities are strictly prohibited.
3. Your employment commences from "09th August 2017" and you will be under probation for one year. After successful completion of the probationary period, you may be confirmed in service with a separate letter of confirmation (Based on performance). The probationary period may be extended for another block of six months or any such period, if the senior management wishes to do so.
4. Your appointment can be terminated with one month notice from the employer, or one month Gross salary in lieu thereof for 'Without Cause', or immediately at the sole discretion of the organization your services are liable to be terminated during probation or after confirmation without any notice or salary in

lieu thereof for 'With Cause'. Cause is defined as: (i) Breach of confidentiality, (ii) Gross negligence & duty, (iii) Violation of any applicable law or willful non-compliance of law, (iv) Misconduct, (v) Violation of the Code of Conduct of MIT ACSC (vi) Breach of the terms of this appointment letter that remains uncured for a period of seven (7) days after receipt of notice from the College notifying the breach.

5. You may resign from MIT ACSC with one month notice to the employer or one month's Gross salary during your probation period, post confirmation resignation will be accepted on giving one month notice or one month's Gross salary.
6. You will be entitled to leave and other benefits that are generally available to the employees of MIT ACSC as per the rules and regulation of the College in force, which will be notified to you from time to time. The working hours, leave & vacation, etc., will be as per the 'MIT ACSC HR Manual' and may be altered to suit the specific requirement of the college from time to time, if necessary.
 - a) You are not entitled to vacation during the tenure of your first year of service.
 - b) You are not entitled for any leave during the first three months of your service.
7. In consideration of the benefits to be received by you pursuant to this appointment letter, you agree that during the term of your employment with the College, you will not, without the prior consent of the College, either directly or indirectly, be associated in whatsoever manner with a Competing Business. Competing Business shall mean the business of providing educational services. You agree that the restraint imposed under this clause is reasonable and not unduly harsh or oppressive. Additionally, during the period beginning with the commencement of employment and ending 36 months following the termination of your employment for any reason, you shall not recruit, solicit the employment or services of, or induce employees of the College or any subsidiary or affiliate to terminate their employment, nor shall you solicit or encourage any of the College's or any subsidiary's or affiliate's customers or business partners, or any corporation or other entity in a joint venture relationship (directly or indirectly) with the College or any subsidiary or affiliate, to terminate their relationship with the College or any subsidiary or affiliate or to violate any agreement with any of them.
8. If you are found absent continuously for more than five days without permission from the proper authorities, your service will stand terminated automatically.
9. On termination of your employment with the College, you shall promptly:
 - a) return or destroy (at College's option) all of the originals and copies of the Confidential Information under your care or control; and
 - b) Confirm in writing that this has been done and that no Confidential Information or copies exist under your care or control.
10. All provisions of this appointment letter which by their very nature extend beyond the expiration or termination of this letter including, non-compete and non-solicit obligations contained in above Clause (No. 10) shall continue to survive and remain in effect.



11. INTELLECTUAL PROPERTY ASSIGNMENT

- a) You acknowledge and agree that all inventions, copyrightable material, designs, improvements and discoveries of any kind which you make, conceive or develop during the period of your employment with the College, which pertain to or relate to College's business or any of the work or businesses carried on by the College ("Intellectual Property") shall be the sole property of the College from the date of creation / invention thereof.
- b) You shall promptly, from time to time, fully inform and disclose to the College in writing all Intellectual Property. This covenant applies to all such Intellectual Property, whether or not they are eligible for copyright, trademark, trade secret or other legal protection; and whether or not they are conceived and/or developed by you alone or with others.
- c) All Intellectual Property shall be the sole and exclusive property of the College. You hereby assign all your rights in all Intellectual Property and in all related copyrights and trademarks and other proprietary rights therein to the College.
- d) You shall assist and cooperate with the College, both during and after the period of your employment with the College, at the College's sole expense, to allow the College to obtain, maintain and enforce copyright, trademark and other legal protection for the Intellectual Property. You shall sign such documents, and do such things necessary, to obtain such protection and to vest the College with full and exclusive title in all Intellectual Property against infringement by others. You hereby appoint College and its duly authorized agents as your attorney agent and attorneys to execute documents on your behalf for this purpose.

12. Please note that while in service with MIT ACSC you shall not engage yourself in any other trade, profession or vocation, directly or indirectly, whether for gainful purpose or otherwise, and without obtaining prior permission from the management of the College.

13. CONFIDENTIAL INFORMATION

- a) At all times during the term of your employment and thereafter, you agree to hold in strictest confidence, and not to use or disclose, except for the benefit of the College, to any person, firm or corporation without written authorization of the Principal / Executive Director of the College or the consent of the Board of Trustees of MAEER, any Confidential Information of the College. "Confidential Information" means any College proprietary information, trade secrets or know-how, including, but not limited to, research, product plans, products, services, processes, marketing, financial or other business information disclosed to you by the College either directly or indirectly in writing, orally.
- b) Confidential Information does not include any of the foregoing items which has become publicly known and made generally available through no wrongful act of yours or of others who were under confidentiality obligations as to the item or items involved.



- c) During the term of your employment with the College, you shall not improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity and that you shall not bring onto the premises of the College any proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity.
- d) You acknowledge that the College has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the College's part to maintain the confidentiality of such information and to use it only for certain limited purposes. You agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it except as necessary in carrying out your work for the College consistent with the College's agreement with such third party.
14. You will refrain from any malpractices in any areas of academic, moral, ethical while dealing with the students, customers, suppliers, employees, and associates of MIT ACSC.
15. Ragging within or outside the institution is strictly prohibited and it is your duty to inform the Management if you witness or know any such happening within or outside the School. Malpractices in examination are also strictly avoided.
16. At present, you will be posted in Alandi (D), but, your services are liable to be transferred to any other department, work sites, offices, branches, depending upon the exigencies of work *within the country*.
17. The next review of your salary shall take place after completion of one year of service from the date of joining and thereafter on yearly basis based on your performance and feedback from competent authority.
18. This appointment is conditional and subject to the fulfillment of the following points mentioned hereunder:
- You're being declared medically fit by a Registered Medical Practitioner.
 - Submission of documents listed in attached 'Annexure - III'. Any discrepancy found in the facts mentioned in your 'Curriculum Vitae', or in any of the documents provided by you, either now or during any stage of your service with the company may result in the termination of service.
 - Copy of your Resignation and acceptance from Current Employer (You are required to produce the release letter on or before joining MIT ACSC.
 - Feedback of the Reference checks being positive.

The Employee is expected to understand the philosophical dimensions of MIT ACSC and the parent body of MAEER educational trust.


We have every hope of your fulfilling our expectations as a member of our team by continuously contributing towards achieving the goals of the School/College and that your performance will be satisfactory in all respects. With this we welcome you to "MIT ACSC".




Please sign and return to us the duplicate copy of this letter as a token of your acceptance of your appointment and its terms and conditions.

Thanking You,

For MIT ACSC,


Dr. B. B. Waphare
Principal




Dr. Sunil K. Kulkarni
Executive Director
MIT Group of Institution

[Note: This appointment letter supersedes all offer/appointment letter issued to you from MIT ACSC]

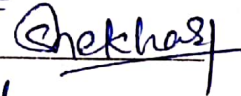
I have read and understood the contents of this letter and agree to abide by the same.

Recipient's Signature:



NAME (In Capital):- SHEKHAR BAPUSAHEB BHOSALE

Signature:



Date: 01/9/2017

Place: Alandi

CC: HR & Accounts



MIT ACSC, Alandi (D), Pune.

Format No. MIT ACSC/HR/J Doc

Revision No. 01

Rev. Date : 01-07-2014

JOINING REPORT

Date: 9/8/2017.

Time: 8:30 AM.

To,
The Principal
MIT ACSC Alandi (D),
Pune-412 105.

Subject : Joining Report for the post of Peon in Computer Sci / B.Sc. Dept.

Respected Sir,

With Reference to the Offer Letter issued to me Offer Letter Ref.No MIT ACSC/HR/OL/2017-18/109&

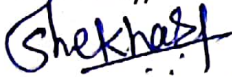
Date 8th August 2017, I hereby report to my duties today

i.e. Ninth 09th (Date) Aug (Month) 2017 Year.

Before noon/ Afternoon.

Thanking You,

Yours faithfully,



Name & Signature Shekhar Bapusaheb Bhosale



Dr. B. B. Waphare
Principal