

Letter No. TNU/FM-521/841/2024

Dated: January 5th, 2024

To,

**MS. SAHELI SARKAR,
A25/1 BAGHAJATIN PALLY,
KOLKATA-700092**

Sub: Offer Letter

Dear Ms. Sarkar,

*This has reference to your application and subsequent interview with us; we are pleased to offer you the services in **The Neotia University, West Bengal** on the following terms and conditions as stated below:*

- 1. You will be designated as ‘Assistant Professor Adhoc Grade - II’ in the **Applied Psychology** department, reporting to ‘HOD – Applied Psychology’ of the University.*
- 2. Your offer letter remains valid for your joining the services till **8th January, 2024** failing which this letter would stand cancelled.*
- 3. Your place of posting will be at our campus at Jhinga, Sarisha, Diamond Harbour Road, 24 Parganas (South), West Bengal 743368.*
- 4. Your remuneration package (CTC) will be **Rs. 25,750/- (Rupees Twenty-Five Thousand Seven Hundred and Fifty only)** per month.*
- 5. You shall be on probation for a period of one year from the date of your joining.*
- 6. ‘House Rent’ shall be deducted, as per the University policy.*
- 7. You and your family (spouse & 2 children upto the age of 21 years) shall be covered by a Group Medclaim Policy through the University.*
- 8. Other terms and conditions will be as per the University rules and regulations.*

Please sign the copy of this letter as a token of your acceptance.

Thanking you,

For The Neotia University



**Amal Gupta
Director HR**