

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

Dated: January 5<sup>th</sup>, 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 8<sup>th</sup> 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 Mediclaim 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