



NORTH SOUTH UNIVERSITY

Plot # 15, Block # B, Bashundhara, Dhaka 1229, Bangladesh

Center of excellence in higher education

Graduate Teaching Assistantship Contract

Name: Md. Tamzid Hasan

Address: House No. 268, Flat No. C4, Jafrabad, West Dhanmondi, Dhaka, Bangladesh.

Semester: Summer 2022

Contract Begins on: Summer 2022 (June 1, 2022)

Contract Expires on: Summer 2022 (September 12, 2022)

Weekly Contract Hours: 20 Hours

Remuneration: Tk. 27,733/=

Duties and Responsibilities:

1. Assist faculty members with classroom instruction, exams, record keeping, and other miscellaneous projects and develop course plans.
2. Assist faculty members in the preparation of different module development.
3. Assist academic staff with the development or update of learning materials, proctor exams, and record grades in the grade book.
4. Tutor or mentor students in class or outside.
5. Communicate with students and reply to their inquiries.
6. Take attendance and record responses.
7. Assist faculty members in lab class.
8. Must maintain office hours and attendance records.
9. Other duties as assigned by either the concerned faculty member or the department chairman.

Note:

- Your performance as GA will be evaluated by your supervisor(s) toward the end of this Semester. A further appointment is subject to your satisfactory performance.
- If you resign or fail to continue working during your contract period, your contract will be terminated as per NSU policy.

Tamzid
12/09/2022
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Signature of GA

Chairman
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Chairman
Department of Public Health