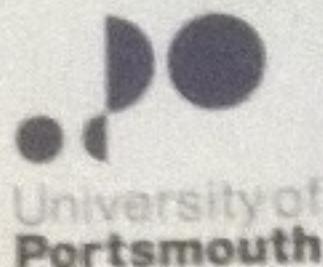


Peter Brock  
Director of Human Resources  
  
Direct line: +44 (0)23 9264 3155  
Email: peter.brock@port.ac.uk

PB/SET/10006207



Human  
Resources

2 October 2012

Human Resources Department  
University of Portsmouth  
University House  
Winston Churchill Avenue  
Portsmouth PO1 2UP  
United Kingdom

PERSONAL

Mr K Antoniades  
Flat 4 Saville Court  
37 Clarence Parade  
SOUTHSEA  
PO5 2ET

T: +44 (0)23 9264 3141  
F: +44 (0)23 9264 3122

Dear Mr Antoniades

I am pleased to offer you a fixed term appointment with the University of Portsmouth as a Variable Research grade 5 - Portsmouth Business School - Operations & Systems Management, commencing on 30/08/2012 and terminating on 15/12/2012 in accordance with the details set out below.

The grade for this appointment is 05 and your salary will commence at incremental point F23 on the grade, which is currently £24,520.00 per annum.

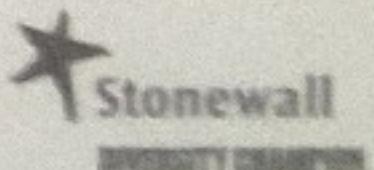
You should complete a weekly timesheet showing the times worked and total hours to be paid for each day in the week (Sunday to Saturday) and forward this through your supervisor to the Payroll Office. This should include any claim for holiday. You will be paid on a monthly basis on the last working day in the month. Timesheets for full weeks worked that are received by Payroll by 20<sup>th</sup> day of the month will be processed and paid at the end of that month. Please note if the 20<sup>th</sup> is a weekend or bank holiday then it is the Friday before. Your payroll number will be 1003516. Please quote this number on all correspondence.

Whilst working with the University, you are entitled to apply for any job vacancies at the University. All vacancies are published on the University Website at the following address <http://port.ac.uk/vacancies/>. Alternatively, you may wish to subscribe to the vacancy bulletin which is published regularly by email. To subscribe, send an email to [uop-vacancies-request@port.ac.uk](mailto:uop-vacancies-request@port.ac.uk) putting 'subscribe' in the subject box. You will receive a reply asking you to confirm that you do wish to subscribe to the bulletin. Contact the HR Service Centre at [hrenquiries@port.ac.uk](mailto:hrenquiries@port.ac.uk) with any difficulties in subscribing.

If you accept the appointment on the terms given in the contract, please keep your copy of the contract for your own reference and sign, date and return the Acceptance Statement to the HR Service Centre.

Yours sincerely

Peter Brock  
Director of Human Resources  
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If you currently have employment elsewhere and have made an election to opt out of the Teachers' Pension Scheme with that institution, you will not be a member of the scheme during your employment at the University of Portsmouth. You can make an election to opt in to the scheme by completing a NMELCT (election to join the scheme application form) available under the section Forms & Resources on the Teachers' Pension Website at:

<http://www.teachersensions.nst.uk/>

If you elect to join the Teachers' Pension Scheme by completing and returning the NMELCT application form you will be a member of the scheme with all the institutions where you are employed. You cannot be a member of the scheme in one institution and elect to opt out with another.

If you wish to transfer benefits from a previous pension scheme this must be done within twelve months of the date of commencement of your new position with the University. More details can be found under the section Forms & Resources (Transfers in) on the Teachers' Pension Website at:

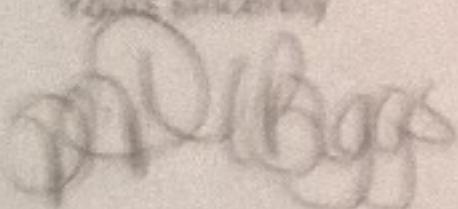
<http://www.teachersensions.nst.uk/>

If you have retired and are receiving a full pension from the Teachers' Pension Scheme, you must complete a Certificate of Re-employment every year you are engaged in employment. The certificate is effective from 1 April to 31 March and is available under the section Forms & Resources (Pension CERT) on the Teachers' Pension Website at:

<http://www.teachersensions.nst.uk/>

If you have any questions or queries, please contact the HR Service Centre at [transpurnh@port.ac.uk](mailto:transpurnh@port.ac.uk).

Yours sincerely



Peter Brook  
Director of Human Resources

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