The Registrar

Opjs University

Churu

**Sub:- Request for salary Increment from dt.-01 July 2019.**

Sir,

I have been working in our university for 1 year as a librarian since 25/06/2018. I have always been loyal and devoted to OPJS. All the tasks handled by me were presented at the time of no delay. You probably know that I get a low payment of Rs.25000/-. My current payments are too low to cover my family's expenses. Therefore, I will request you that in view of my work, please **increase my salary** **from the month of** **July.**

Date of joining is – 25/06/2019.

Designation at the time of joining – Librarian

Salary – 25000/-

Present Designation is – Controller of Examination

Sincerely,

[Vikas Bhardwaj]

Librarian