

# THE SAMAJA

Premier Oriya Daily

Member : ABC, INS, ILNA & ATNEC

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Ref. No.1765 /GM/2012

Date : 16/10/2012

Dear Mr. Swain,

The Management of 'The Samaja' is pleased to offer you the contract for working as **"Junior Assistant Recovery"** for a period of 1(one) year on contractual basis on a consolidated amount of **Rs. 8000/-** (Rupees Eight Thousand Only) per month under the following terms and conditions.

1. The contract will be for a **period of 1(one) year** commencing from the date of your joining with effect from **01/11/2012**.
2. During the period of contract you will discharge the duties and responsibilities that may be assigned to you by the authorities.
3. You will mark your entry and exit in the Time Office by punching attendance card and work as per the direction of the authorities. You will not leave your headquarter without prior written permission of the authorities. During the period of contract you will not engage yourself in any profession, business or employment.
4. You will be allowed leave @ **2 ½** days per month's working and no other leave will be admissible. You can avail leave due only with prior written permission of the authority.
5. The Board of Management shall also have the discretion to terminate your engagement by giving 30 days notice or payment in lieu thereof without assigning any reason whatsoever. Similarly, you can leave the engagement by giving one month's notice or payment of an amount equivalent to your one month's wages in lieu of the notice.
6. On expiry of contractual period, your contract of engagement shall stand automatically terminated.
7. This offer is subject to production of original certificates in support of your educational/ technical qualification