

PREMIER ORIYA DAILY

MEMBER : A.B.C, I.N.S, I.L.N.A. & A.I.N.E.C.

Post Box No. 29, Gopabandhu Bhawan, Buxi Bazar, Cuttack- 753001

Ref No. 131/G.M./02

Date : 13.2.02

To

Jitendra Kumar Mishra

The Board of Management for Orissa Branch of the Servants of the Peoples Society is pleased to appoint you as DTP Operator of The Samaj, Cuttack on contract basis for a period of 6 months i.e. from 1.3.2002 with a consolidated salary of Rs.2500/- per month under the following terms and conditions.

1. During working hours you will discharge your duties as may be assigned to you by the authorities.
2. You will mark your entry and exit in the Time Office by punching your attendance card and work as per the direction of the authorities. You will not leave your Headquarters without prior written permission of the authorities. During the course of the above employment you will not engage yourself in any profession, business or employment.
3. You will be entitled to leave @ 1 day per completed month's working & no other leave will be allowed for any incompleting month's working. You can avail leave due only with prior written permission of the authority.
4. You shall not conduct yourself in any manner detrimental to the interest of the management or which may effect maintenance of discipline in the establishment. You shall not divulge any trade secret or practice to anybody.
5. If your work and conduct during the service period is found unsatisfactory the service may be terminated without any notice.
6. On reaching the date of expiry of the contract your engagement shall automatically stand terminated without any notice.
7. Your services is liable to be transferred to anywhere of India or to any of our sister organisations.

If agreed to the above terms and conditions, please sign a copy of this letter in token of your acceptance and return the same to the undersigned.

(Brajabhai)
General Manager
The Samaj

DECLARATION

I have carefully studied and understood the terms and conditions laid herein and agree to abide by the same.

Present Address: Jitendra K. Mishra
Vill: B.C. DASH
P.O: 7th Area, J.J. 1/2
P.S.: CIVIL TOWNSHIP
Dist.: Jajpur
Cundergarh
Orissa

CC: Accounts/Time Office/Personal Dept./Concerned Deptt.

Jitendra K. Mishra
Signature of the Employee
8.4.2002

Received
12.4.2002
3.30 PM

GENERAL MANAGER