



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjlccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 30.08.2012

LETTER OF APPOINTMENT

Dr. M. Peril Threse, M.A., M.Phil., Ph.D., is appointed as **Assistant Professor in Tamil** on temporary basis with effect from 30-08-2012 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Shirani
30/08/2012

Learn Lead Transform...

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
30/08/2012
Secretary

To

Dr. M. Peril Threse
H/No. 2/182
Udayar Vilai,
Kannanoor (P.O),
K.K. District - 629 158.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *30.08.2012*

[Handwritten Signature]
Signature

Name and address of the Employee

Received
[Handwritten Signature]
30/8/12



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K. K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjlccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 20.06.2013

LETTER OF APPOINTMENT

Mrs. A. Sujatha Joice, M.A., M.Ed., M.Phil., is appointed as **Assistant Professor in Tamil** on temporary basis with effect from 20-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Sujatha Joice
20/06/2013

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
20/06/2013
Secretary

To

Mrs. A. Sujatha Joice
W/o. C. Binu Kumar
164, Puthukudiyeruppu,
P & T, Colony Street,
Nagercoil - 629 001.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai,*
Date: *20.06.2013*

[Handwritten Signature]
Signature

Name and address of the Employee

Received : *[Handwritten Signature]*



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 16.06.2016

LETTER OF APPOINTMENT

Dr. T. Little Mary, M.A., M.Phil., Ph.D., NET is appointed as **Assistant Professor in Tamil** on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Signature
16/06/2016

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

[Handwritten Signature]
16/06/2016
Secretary



To

Dr. T. Little Mary
W/o. D.C. Joyi
Maniyalloor Veedu,
Vazhuthoor,
Neyyattinkara (P.O) - 695 121

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *16/06/2016*

[Handwritten Signature]
Signature

Name and address of the Employee

Received on 16/06/2016



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

16-06-2016

**Proceedings of the Secretary, Nanjil Catholic College of Arts & Science
at Kaliyakkavilai, Dated 16-06-2016.**

APPOINTMENT ORDER

**Subject: Establishment – Nanjil Catholic College of Arts & Science at
Kaliyakkavilai – Appointment of Asst. Professor – Reg.**

Mrs. S. Suma Maheswari, M.A., M.Phil., is appointed as Assistant Professor in Tamil on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

The code of contract laid down by the management is binding on the employee.

Fr. S. Maria Rajendran
(Secretary)

Fr. Dr. S. MARIA RAJENDRAN
M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary
Nanjil Catholic College of Arts & Science
Kaliyakkavilai - 629 153
Kanyakumari District, Tamilnadu, India.

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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K.K. District, Tamil Nadu, India.
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Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.06.2019

LETTER OF APPOINTMENT

Dr. N. Seema Mole, M.A., M.Phil., Ph.D., is appointed as **Assistant Professor in Tamil** on temporary basis with effect from 10-06-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten signature]
10/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



Secretary 10/06/19

To

Dr. N. Seema Mole
2/331, Annikkarai Puthan Veedu
Kulappuram (p.o),
K.K. District.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 10/06/2019


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 01.07.2019

LETTER OF APPOINTMENT

Mr. R. Adlin Jeba, M.A., M.Phil., (SET), is appointed as Assistant Professor in Tamil on temporary basis with effect from 01-07-2019 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten signature]
01/7/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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Secretary 01/07/19

To

Mr. R. Adlin Jeba
Thuchanvilai,
Mulagumoodu..

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai,
Date: 1-07-2019


Signature 17/7/19

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 02.11.2021

LETTER OF APPOINTMENT

Mrs. P. Sriyapushpam, M.A., M.Phil., is appointed as **Assistant Professor in Tamil** on temporary basis with effect from 02.11.2021 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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02.11.21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
02.11.21

To

Mrs. P. Sriya Pushpam
W/o. N. Bharath,
Alwarcoil,
Thanthavilai,
Neyyoor (P.O)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Neyyoor

Date : 02.11.2021

Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 20.06.2013

LETTER OF APPOINTMENT

Mrs. R. Biji, M.A., M.Phil., is appointed as Assistant Professor in Malayalam on temporary basis with effect from 20-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten Signature]
20/06/2013

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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
20/06/2013
Secretary

To

Mrs. R. Biji
Thoppil Nivas, Karakonam,
Karakonam (P.O),
Thiruvananthapuram District - 695 504

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *20/06/13*

[Handwritten Signature]
Signature

Name and address of the Employee

Received on - 20/06/13
[Handwritten Signature]
20/6/13

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



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Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 03.09.2022

LETTER OF APPOINTMENT

Dr. S. Chitra Bindu, M.A., M.Phil., Ph.D., is appointed as **Assistant Professor in Hindi** on temporary basis with effect from 03.09.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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03.9.22

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
03.9.22

To

Dr. S. Chitra Bindu
Thyvila House,
Perukavu (P.O), Peyad (Via),
Thiruvananthapuram District - 695 573

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Perukavu

Date : 03.09.2022

Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788; Mobile: 8903013368 9578683229

E-mail: nanjilccas@gmail.com. www.nanjilcatholiccollegekk.com

Date: 14.02.2014

LETTER OF APPOINTMENT

Mrs. M.S. Subi, M.A., M.Phil., SLET is appointed as **Assistant Professor in English** on temporary basis with effect from 14-02-2014 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Shirsham
14/02/2014

Learn Lead Transform...

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
14/02/2014
Secretary

To

Mrs. M.S. Subi
Nullivilai Veedu,
Pacode (P.O)
K.K. District - 629 168

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *14/2/14*

[Handwritten Signature]
Signature

Name and address of the Employee

*Subi - M S
Nullivilai veedu
Pacode (P.O)
Pincode - 629168*

*Received
[Handwritten Signature]*



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 05.08.2014

LETTER OF APPOINTMENT

Mr. R. Rooban Raja Sekhar, M.A., M.Phil., is appointed as Assistant Professor in English on temporary basis with effect from 05-08-2014 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



Shivaram
10/08/2014
Secretary

To

Mr. R. Rooban Raja Sekhar
Kattuvilai,
Kuzhithurai (P.O),
K.K. District.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *5/8/2014*

R. R. S.
Signature

Name and address of the Employee

Received on 5/8/2014
R. R. S.



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, **KALIYAKKAVILAI - 629 153.**

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: **04651-244788**, Mobile: **8903013368, 9578683229**

E-mail: nanjilcoas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 12.12.2014

LETTER OF APPOINTMENT

Mrs. R. Christobel Merlin Mahil, M.A., M.Phil., is appointed as **Assistant Professor in English** on temporary basis with effect from 12-12-2014 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Signature]
12/12/2014

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
12/12/2014
Secretary

To

Mrs. R. Christobel Merlin Mahil
W/o. John Bright
Mizpha Illam,
Vandalim Thottam,
Mulucodu, Arumanai (P.O),
K.K. District - 629 151

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *12.12.2014*

[Handwritten Signature]
Signature

Name and address of the Employee

*R. CHRISTOBEL MERLIN MAHIL,
MIZPAH ILLAM,
MUZHULODE
ARUMANAI (P.O)
629151*

*Received
[Handwritten Signature]*



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjlccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 13.12.2014

LETTER OF APPOINTMENT

Ms. P. Anisha, M.A., M.Phil., is appointed as Assistant Professor in English on temporary basis with effect from 13-12-2014 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



P. Anisha
13/12/2014

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




13/12/14
Secretary

To

Ms. P. Anisha
D/o. P. Paulraj
Pottaivilai, Payanam,
Unnamalaikadai (P.O),
K.K. District - 629 179

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 13-12-2014




Signature

Name and address of the Employee

Received on 13-12-2014.





NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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K.K. DISTRICT, TAMILNADU, INDIA.

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E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 16.06.2016

LETTER OF APPOINTMENT

Ms. S. Rosary Vinintha, M.A., M.Phil., is appointed as Assistant Professor in English on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of casual leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



S. Rosary Vinintha
16/06/2016

Learn Lead Transform

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
16/06/2016
Secretary

To

Ms. S. Rosary Vinintha
D/o. P. Sathiya Nesan
10-69, Michael Nagar,
Kumarapuram,
Kumarapuram (P.O) - 629 189

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *16.6.2016*

[Handwritten Signature]
Signature

Name and address of the Employee

*S. Rosary Vinintha,
D/o. P. Sathiya Nesan,
Kumarapuram, (10-69)
K.K. Dist, 629189.*

*Received
[Handwritten Signature]*



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 01.07.2017

LETTER OF APPOINTMENT

Mr. P.R. Princelin, M.A., M.Phil., is appointed as **Assistant Professor in English** on temporary basis with effect from 01-07-2017 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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Learn Lead Transform...

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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
01/07/2017
Secretary

To

Mr. P.R. Princelin
S/o. R. Peter,
R.P.R. Illam,
Near R.C. Church,
Palavilai, Kuzhithurai (p.o)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *1/7/2017*

[Handwritten Signature]

Signature

Name and address of the Employee

Received on 1/7/2017

[Handwritten Signature]

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 04.12.2019

LETTER OF APPOINTMENT

Mrs. Sajitha Sajan, M.A., (NET), is appointed as Assistant Professor in English on temporary basis with effect from 04-12-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



4/12/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
4/12/19

To

Mrs. Sajitha Sajan
12/39, S.H. Garden,
Melae Chemparuthi,
Vavarai, S.T. Mankad (p.o)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *4-12-2019*


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 18.01.2021

LETTER OF APPOINTMENT

Dr. S. Virgin Mary, M.A., M.Phil., Ph.D. is appointed as **Assistant Professor in English** on temporary basis with effect from 18-01-2021 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



(Signature)
18/1/2021

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.





Secretary
18/1/2021

To

Dr. S. Virgin Mary
W/o. T. Antony Thobias,
Padaval vilai,
Kallu vilai,
Mullagumoodu p.o.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 18-01-21


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.02.2022

LETTER OF APPOINTMENT

Mrs. Reshma Raju, M.A., (NET), is appointed as **Assistant Professor in English** on temporary basis with effect from 10.02.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



10.2.22

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
10.2.22

To

Mrs. Reshma Raju
12/28A,
Narayanaperthalai House,
Anucode,
Kollemcode (p.o)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 10.02.2022

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 02.09.2022

LETTER OF APPOINTMENT

Mrs. Amala Thomas, M.A., B.Ed., M.Phil. is appointed as **Assistant Professor in English** on temporary basis with effect from 02.09.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary

To

Mrs. Amala Thomas
1-63B, TL House,
Alancode,
S.T. Mankad (P.O)- 629 172

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : *Kaliyakkavilai*
Date : *02-09-2022*


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 09.01.2023

LETTER OF APPOINTMENT

Mrs. J. Blessy, M.A., M.Phil., is appointed as **Assistant Professor in English** on temporary basis with effect from 09.01.2023 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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09.1.23

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
09.1.23

To

Mrs. J. Blessy
D/o. C. Japamony
Ayacode Meek Cara Veedu,
Puthenchantai,
Edaicode (P.O)
K.K. District - 629 152

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Edaicode

Date : 09.01.2023

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 02.11.2021

LETTER OF APPOINTMENT

Dr. A.J. Bertilla Jaushal, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Mathematics** on temporary basis with effect from 02.11.2021 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




02.11.21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 12/6/19

To

Dr. S. Kavitha
W/o. S.S. Manivannan
22-3E, Adappu vilai,
Vellivilagam,
Viricode (p.o) - 629 165.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 12.06.2019


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 30.08.2012

LETTER OF APPOINTMENT

Mrs. A. Ajitha, M.Sc., M.Phil., is appointed as **Assistant Professor in Mathematics** on temporary basis with effect from 30-08-2012 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.

Ajitha
130/08/2012



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
30/08/2012
Secretary

To

Mrs. A. Ajitha
R.C. Street,
Colony House,
Kaliyakkavilai,
K.K. District - 629 153

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakka vilai*
Date: *30.08.2012*

[Handwritten Signature]
Signature

Name and address of the Employee

Received



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, **KALIYAKKAVILAI - 629 153.**

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: **04651-244788** Mobile: **8903013368, 9578683229**

E-mail: nanjilccast@gmail.com www.nanjilcatholiccollegekk.com

Date: 21.07.2014

LETTER OF APPOINTMENT

Mrs. R. Abila, M.Sc., M.Phil., is appointed as **Assistant Professor in Mathematics** on temporary basis with effect from 21-07-2014 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.

[Handwritten Signature]
21/07/2014



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

[Handwritten Signature]
21/07/2014
Secretary



To

Mrs. R. Abila
W/o. S.K. Aju Prathab Singh
Kadai Vilai,
Thickurichy (P.O),
K.K. District - 629 168

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Thickurichy*
Date: *21.07.2014*

[Handwritten Signature]
Signature

Name and address of the Employee

Received.
[Handwritten Signature]

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.06.2019

LETTER OF APPOINTMENT

Mrs. I. Mary Bexy, M.Sc., M.Phil., (SET) is appointed as Assistant Professor in Mathematics on temporary basis with effect from 10-06-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



J. [Signature]
10/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 10/6/19

To

Mrs. I. Mary Bexy
Pandamcode,
Parasuvaikal (p.o).

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Nediyancode

Date: 10-6-19


Signature

Name and address of the Employee



"To be an instrument of love"

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI – 629 153.

KK.DISTRICT, TAMILNADU, INDIA.

Phone: 04651 -244788, Mobile: 8903013368, 9360331148

Email: nanjilccas@gmail.com, fr.eckermens@gmail.com

www.nanjilcatholiccollegekk.com,

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc.(Psy), Ph. D.
Secretary

Date: 12.06.2019

LETTER OF APPOINTMENT

Dr. S. Kavitha, M.Sc., M.Phil., Ph.D., (SET), is appointed as **Assistant Professor in Mathematics** on temporary basis with effect from 12-06-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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12/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
02.11.21

To

Dr. A.J. Bertilla Jaushal
D/o. A. Jothirajan
2/155 C, Amar House,
R.C. Street, Kaliyakkavilai (P.O),
K.K. District - 629 153

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 02.11.2021

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 07.04.2022

LETTER OF APPOINTMENT

Mrs. G.M. Dhanya, M.Sc., M.Phil., is appointed as **Assistant Professor in Mathematics** on temporary basis with effect from 07.04.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary

To

Mrs. G.M. Dhanya
W/o. Rajesh
7-225, Amparnavilai,
Fathimanagar (P.O),
K.K. District - 629 153

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : *Kaliyakkavilai*
Date : *7/4/2022*


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegakk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 12.12.2016

LETTER OF APPOINTMENT

Dr. M. Amalanathan, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Physics** on temporary basis with effect from 12-12-2016 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Learn Lead Transform

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
12/12/2016
Secretary

To

Dr. M. Amalanathan
S/o. J. Michael,
East Kalpahaseri vilai,
Vavarai,
S.T. Mankad (p.o) - 629 172

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Vavarai*
Date: *12/12/16*

[Handwritten Signature]
Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com


Date: 18.06.2018

LETTER OF APPOINTMENT

Dr. S. Antony Dominic Christopher, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Physics** on temporary basis with effect from 18-06-2018 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




18/6/18

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
18/6/18

To

Dr. S. Antony Dominic Christopher
S/o. M. Stephen,
5/184/1, Anelin Illam,
Veeravilai, Kalkurichy,
Thuckalay (p.o) - 629 175.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 18/6/18


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 05.12.2018

LETTER OF APPOINTMENT

Dr. T.R. Jeena, M.Sc., Ph.D., is appointed as Assistant Professor in Physics on temporary basis with effect from 05-12-2018 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




5/12/18

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
5/12/18

To

Dr. T.R. Jeena
Chundail Veedu,
Panamugam,
S.T. Mankad (p.o)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 05/12/2018


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.06.2019

LETTER OF APPOINTMENT

Dr. S. Murugavel, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Physics** on temporary basis with effect from 10-06-2019 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Handwritten Signature]
10/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
10/6/19

To

Dr. S. Murugavel
No. 302, Arunachalam Colony,
Asambu Road, Vadasery,
Nagercoil - 629 001.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 10/06/2019



Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 27.01.2020

LETTER OF APPOINTMENT

Mrs. V. Beena, M.Sc., M.Phil., is appointed as **Assistant Professor in Physics** on temporary basis with effect from 27.01.2020 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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27.01.20

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary

27.1.20

To

Mrs. V. Beena
W/o. K. Rajadhas
Varuthattu House,
Nedumcode,
Parassala (P.O) - 695 502

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Nedumcode

Date : 27.01.2020

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 15.06.2021

LETTER OF APPOINTMENT

Dr. S.S. Bidhu, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Physics** on temporary basis with effect from 15.06.2021 at this college under self-supporting basis. She will be on probation for a period of Two years.


1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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15-6-21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
15.6.21

To

Dr. Bidhu S S
C.C. Bhavan,
Kanjivila, Irumpil,
Neyyattinkara (P.O),
Pin - 695 121

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Neyyattinkara

Date : 15.06.2021

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 02.01.2023

LETTER OF APPOINTMENT

Dr. N. Suma, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Physics** on temporary basis with effect from 02.01.2023 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.


Secretary


To

Dr. N. Suma
W/o. Mr. P. Ramesh Kumar
8/284-B, Virali Vilai House,
Kirathoor (P.O) - 629 160

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Kaliyakkavilai

Date : 02.01.2023



Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



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Kaliyakkavilai - 629 153
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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 19.09.2023

LETTER OF APPOINTMENT

Dr. P.M. Shajin Shinu, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Physics** on temporary basis with effect from 19.09.2023 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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[Handwritten signature]
19/9/23

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629153

To

Dr. P.M. Shajin Shinu
S/o. P. Paul
Koovaragu Vilai,
Kappiyarai (P.O) - 629 156

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Kappiyarai

Date : 19.09.2023


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788. Mobile: 8903013368. 9578683229

E-mail: nanjilccas@gmail.com. www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 29.06.2015

LETTER OF APPOINTMENT

Dr. R. Murali, M.Sc., Ph.D., is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 29-06-2015 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



S. Maria Rajendran
29/06/2015

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
29/06/2015
Secretary

To

Dr. R. Murali
453/1, Naidu Street,
Kottar,
Nagercoil.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *29/6/15*

[Handwritten Signature]
Signature *29/6/15*

Name and address of the Employee

Received



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 01.07.2017

LETTER OF APPOINTMENT

Dr. C. Agatha Christie, M.Sc., M.Phil., Ph.D., is appointed as Assistant Professor in Chemistry on temporary basis with effect from 01-07-2017 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Received
S. Maria Rajendran

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
10/10/17
Secretary

To

Dr. C. Agatha Christie
W/o. S. Sam Santhosé
6/153, Azhagiamandapam
Mulagumoodu (p.o)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Azhagiamandapam.*

Date: *1/7/17*

[Handwritten Signature]
Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
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Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 18.06.2018

LETTER OF APPOINTMENT

Dr. T. Alwin, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 18-06-2018 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




18/6/18

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 18.06.2018

LETTER OF APPOINTMENT

Dr. K. Priya Rajini, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 18-06-2018 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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18/6/18

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
18/6/18

To

Dr. K. Priya Rajini
W/o. J. Sudhar Singh,
Eenthimoodu House,
Althencode,
S.T. Mangadu (p.o).

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *18-06-2018*


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.06.2019

LETTER OF APPOINTMENT

Dr. M. Mary Sheeba, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 10-06-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten Signature]
10/6/2019

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



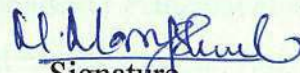

Secretary 10/6/19

To

Dr. M. Mary Sheeba
W/o. L. Sam Raj,
Kadayaravilai,
Parakunnu, Vanniyoor (p.o).

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 10.06.2019,


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



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9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 04.10.2021

LETTER OF APPOINTMENT

Mrs. M. Shirley Navis, M.Sc., M.Phil., is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 04.10.2021 at this college under self-supporting basis. She will be on probation for a period of Two years.


1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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04.10.21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
04.10.21

To

Mrs. M. Shirley Navis
W/o. V. Beno Dias
6/124, Dias Illam,
Paruthiyarai Thottom,
Thuckalay (P.O) - 629 175

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Thuckalay

Date : 04.10.2021

Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 30.08.2012

LETTER OF APPOINTMENT

Mr. K.C. Abhilash Sam Paulstin, M.Sc., M.Phil., is appointed as **Assistant Professor in Computer Science** on temporary basis with effect from 30-08-2012 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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Abhilash Sam Paulstin
30/08/2012

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
30/08/2012
Secretary

To

Mr. K.C. Abhilash Sam Paulstin
2/198, LAJA Compound,
Nediasalai, Arumanai (P.O),
K.K. District - 629 151

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *30/08/2012*

Received
[Handwritten Signature]

[Handwritten Signature]

Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 24.06.2013

LETTER OF APPOINTMENT

Mrs. V. Suja Merlin, M.C.A., M.Phil., is appointed as Assistant Professor in Computer Science on temporary basis with effect from 24-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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S. S. S. S.
24/06/2013

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
24/06/2013
Secretary

To

Mrs. V. Suja Merlin
W/o. S.K. Edwin Gladson
2/209A, Valiavilagom, Paloor,
Karungal (P.O),
K.K. District - 629 157

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 24.06.2013

[Handwritten Signature]
Signature

Name and address of the Employee

Received on 24/06/2013.



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 16.06.2016

LETTER OF APPOINTMENT

Mr. L. Thomas Robinson, M.C.A., M.Phil., is appointed as Assistant Professor in Computer Science on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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S. Maria Rajendran
16/06/2016

Learn Lead Transform

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
16/06/2016
Secretary

To

Mr. L. Thomas Robinson
Kezhakuvilai,
Vellicode,
Mulagumoodu (P.O) - 629 167.
K.K. District.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 16-6-2016

[Handwritten Signature]
Signature

Name and address of the Employee

Received on 16-6-2016

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com


Date: 12.06.2019

LETTER OF APPOINTMENT

Dr. W.C. Cincy, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Computer Science** on temporary basis with effect from 12.06.2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




12/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
12/6/19

To

Dr. W.C. Cincy
Lin Bhavan,
Bethel Garden,
Kavu vilai, Anucode,
kollemcode - 629 160

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai,

Date: 12/06/2019


Signature

Name and address of the Employee

"To be an instrument of love"



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

KK.DISTRICT, TAMILNADU, INDIA.

Phone: 04651 -244788, Mobile: 8903013368, 9360331148

Email: nanjilccas@gmail.com, fr.eckermens@gmail.com

www.nanjilcatholiccollegekk.com,

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc.(Psy), Ph. D.
Secretary

Date: 10.06.2019

LETTER OF APPOINTMENT

Mrs. Saranya R Benedict, M.Sc., ME, (SET), is appointed as **Assistant Professor in Computer Science** on temporary basis with effect from 10.06.2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Handwritten signature]
10/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



Secretary 10/6/19

To

Mrs. Saranya R Benedict
Anugraha,
Vavarai,
S.T. Mankad (p.o) - 629 172.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 10.06.2019


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
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9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 22.02.2021

LETTER OF APPOINTMENT

Mrs. D. Suja Mary, M.Sc., M.Phil., (SET) is appointed as **Assistant Professor in Computer Science** on temporary basis with effect from 22-02-2021 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




22/2/21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 22/2/21

To

Mrs. D. Suja Mary
Vadakkuvilai veedu,
Painkulam (p.o.)
Puthukadai.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *22/2/2021*


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 22.11.2021

LETTER OF APPOINTMENT

Mrs. S.S. Beulah Benslet, M.Sc., M.Phil., B.Ed. is appointed as **Assistant Professor in Computer Science** on temporary basis with effect from 22.11.2021 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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[Handwritten signature]
22/11/21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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Secretary

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



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Kaliyakkavilai - 629 153
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Phone : 04651-244788,
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9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 02.01.2024

LETTER OF APPOINTMENT

Mrs. G. Sahaya Rose Ajitha, A.M.I.E., M.E., M.A., M.Phil. is appointed as Assistant Professor in Computer Science on temporary basis with effect from 02.01.2024 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten signature]
02/01/24

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To

Mrs. G. Sahaya Rose Ajitha
A-202, Aiden Park,
1-84/5, Cee Bee Lane,
Appattuvilai Road,
Thuckalay (P.O)., - 629 175


Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629153

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Thuckalay

Date : 02.01.2024


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 31.01.2024

LETTER OF APPOINTMENT

Mrs. M. Bhamila, M.C.A., M.Phil., (NET) is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 31.01.2024 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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[Handwritten signature]
31/1/24

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



To

Mrs. M. Bhamila
W/o. Mr. S.R. Vijil
7/215, Theravilai House,
Kanjampuram (P.O).


Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629 153

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Kanjampuram

Date : 31.01.2024


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 18.06.2015

LETTER OF APPOINTMENT

Mrs. C. Amutha Rani, M.Sc., M.Phil., is appointed as **Assistant Professor in Zoology** on temporary basis with effect from 18-06-2015 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Amutha Rani
18/06/2015

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
18/06/2015
Secretary

To

Mrs. C. Amutha Rani
W/o. D. Raja Kumar
'Amu Rajah' Garden,
Siruthottam, Kadayal,
Kaliyal (P.O).

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 18.06.2015

Signature *[Handwritten Signature]*

Name and address of the Employee

Received on *[Handwritten Signature]*
18/6/2015



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 18.06.2015

LETTER OF APPOINTMENT

Dr. M. Sini Margret, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Zoology** on temporary basis with effect from 18-06-2015 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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S. Maria Rajendran
18/06/2015

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
18/06/2015
Secretary

To

Dr. M. Sini Margret
97, Little Flower Street,
Ramanputhur,
Nagercoil - 629 004

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Ramanputhur*

Date: *18.06.2015*

[Handwritten Signature]
Signature

Name and address of the Employee

Received.
[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 18.06.2015

LETTER OF APPOINTMENT

Dr. M. Therasita Mary, M.Sc., M.Phil., Ph.D., is appointed as **Assistant Professor in Zoology** on temporary basis with effect from 18-06-2015 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Shirisham
18/06/2015

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
18/06/2015
Secretary

To

Dr. M. Therasita Mary
North Street,
Karankadu (P.O),
K.K. District - 629 809

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *kaliyakkavilai*

Date: *18/06/2015*

[Handwritten Signature]
Signature

Name and address of the Employee

Received on 18/6/2015

[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9576683229

E-mail: nanjilpcas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 16.06.2016

LETTER OF APPOINTMENT

Mrs. A. Ajitha Mol, M.Sc., M.Phil., is appointed as **Assistant Professor in Zoology** on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Signature]
16/06/2016

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
16/06/2016
Secretary

To

Mrs. A. Ajitha Mol
W/o. S. Gladston,
Mylacode,
Alencode - 629 802

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *16.06.2016*

*Received on
16.06.2016*

[Handwritten Signature]

Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

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Phone: 04651-244788, Mobile: 8903013368, 9578683229

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 19.06.2017

LETTER OF APPOINTMENT

Mr. V. Viju, M.P.Ed., M.Phil., is appointed as **Assistant Professor in Physical Education** on temporary basis with effect from 19-06-2017 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
19/06/2017
Secretary

To

Mr. V. Viju
S/o. P. Vijayan
North Vellachima vilai,
Thirithuvapuram
Madichal (p.o) - 629 163.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *19-06-2017*

[Handwritten Signature]
Signature

Name and address of the Employee

Received : 19-06-2017
V. Viju
19/6



"To be an instrument of love"

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI – 629 153.

KK.DISTRICT, TAMILNADU, INDIA.

Phone: 04651 -244788, Mobile: 8903013368, 9360331148

Email: nanjilccas@gmail.com, fr.eckermens@gmail.com

www.nanjilcatholiccollegekk.com,

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc.(Psy), Ph. D.
Secretary

Date: 03.03.2021

LETTER OF APPOINTMENT

Mr. Y.R. Dhesa Bendhu, M.P.Ed. M.Phil., is appointed as **Assistant Professor in Physical Education** on temporary basis with effect from 03-03-2021 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although' your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




3/3/21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 3/3/21

To

Mr. Y.R. Dhesa Bendhu
Mannaravilai veedu,
Thirithuvapuram
Kuzhithurai p.o. - 629 163.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 3/3/2021


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



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9360331148

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Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

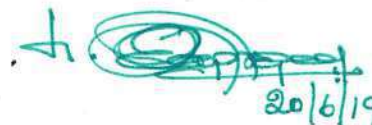
Date: 20.06.2019

LETTER OF APPOINTMENT

Dr. G. Rajesh Babu, M.B.A., M.Phil., Ph.D. is appointed as **Assistant Professor in Business Administration** on temporary basis with effect from 20-06-2019 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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7. You shall be eligible for 12 days of casual leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




20/6/19

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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 20/6/19

To

Dr. G. Rajesh Babu
3/38 D, JESRON,
Pallichavilagam,
Nalloor,
Marthandam (p.o) - 629 165.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai

Date: 20-6-2019


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 10.06.2019

LETTER OF APPOINTMENT

Dr. P. Jasbin Bino, M.B.A., Ph.D., is appointed as **Assistant Professor in Business Administration** on temporary basis with effect from 10-06-2019 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Handwritten signature]
10/6/19

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 10/6/19

To

Dr. P. Jasbin Bino
Pottayil House,
Kulasekharam Road,
Marthandam - 629 165.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 10/06/2019


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 18.06.2014

LETTER OF APPOINTMENT

Mrs. E. Sahaya Ugin Mary, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 18-06-2014 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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[Signature]
18/06/2014

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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

[Handwritten Signature]
20/06/2013
Secretary



To

Mrs. V. Vincy
B.B. Nivas,
Odal Vila,
Pottayilkada,
Plammoottukada (P.O)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *20/6/2013*

[Handwritten Signature]
Signature

Name and address of the Employee

Received on *20/6/2013*
[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

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Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 29.07.2015

LETTER OF APPOINTMENT

Mr. K. Lucas, M.Com, M.Phil., is appointed as Assistant Professor in Commerce on temporary basis with effect from 29-07-2015 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
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S. Maria Rajendran
29/07/2015

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
29/07/2015
Secretary

To

Mr. K. Lucas
2-175, Pullu vilai,
Veeyannoor (P.O),
K.K. Dist. - 629 177.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *29-7-2015*

[Handwritten Signature]

Signature

Name and address of the Employee

Received on 29-7-2015

[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 16.06.2016

LETTER OF APPOINTMENT

Mrs. M. Sindhu, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 16-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.

S. Sindhu
16/06/2016



9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

Sindhu
16/06/2016
Secretary



To

Mrs. M. Sindhu
Nedu vilai,
Nalloor,
Marthandam (P.O).

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*
Date: *16-06-2016*

Sindhu
Signature

Name and address of the Employee

Received on 16-06-2016



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, **KALIYAKKAVILAI - 629 153.**

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: **04651-244788**, Mobile: **8903013368, 9578683229**

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.

Secretary

Date: 30.08.2012

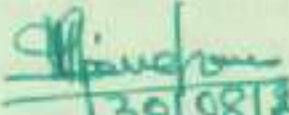
LETTER OF APPOINTMENT

Mrs. R. Jolly Rosalind Silva, M.C.S, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 30-08-2012 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.

M. Rajendran
30/08/2012

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.


30/08/2012
Secretary

To

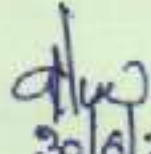
Mrs. R. Jolly Rosalind Silva
19/19, Kavadi Thattu Street,
Arumanai (P.O),
K.K. District - 629 151.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai
Date: 30/8/2012


30/8/12
Signature

Name and address of the Employee

Received copy 
30/8/2012



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 20.06.2013

LETTER OF APPOINTMENT

Mrs. R. Shoba Rani, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 20-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Shobana
20/06/2013

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

[Handwritten Signature]
20/06/2013
Secretary



To

Mrs. R. Shoba Rani
J.J. Cottage,
10-67/1, Hill Ward,
Kuzhithurai,
K.K. District - 629 163

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: 20.06.2013

[Handwritten Signature]
Signature

Name and address of the Employee

Received on 20.06.2013

[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, **KALIYAKKAVILAI - 629 153.**

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: **04651-244788**, Mobile: **8903013368 9578663229**

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 20.06.2013

LETTER OF APPOINTMENT

Mrs. V. Vincy, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 20-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Signature]
20/06/2013

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
18/06/2014
Secretary

To

Mrs. E. Sahaya Ugin Mary
W/o. V. Wilson
Mary Illam,
Manakkavilai,
Manalikkarai (P.O)
K.K. District - 629 164

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai,*
Date: *18/06/14*

[Handwritten Signature]
Signature

Name and address of the Employee

Received on
18/06/14
[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 01.07.2017

LETTER OF APPOINTMENT

Dr. N. Jeba Jasmine, M.Com, M.Phil., Ph.D., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 01-07-2017 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Learn Lead Transform...

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

Spandhan
01/07/2017
Secretary



To

Dr. N. Jeba Jasmine
W/o. L. Ramesh,
4/12, B7, Pottal vilai,
Housing Board Road,
V.K.P. School back side,
Colachel - 629 251.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: *Kaliyakkavilai*

Date: *01/07/2017*

*Received on 01/07/2017
N. Jeba Jasmine*

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. M. Eckermens Michael, M.B.A., M.Sc., (Psy), Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nanjilcatholiccollegekk.com

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 18.01.2021

LETTER OF APPOINTMENT

Dr. N. Vinil Kumar, M.Com., M.Phil., Ph.D. is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 18-01-2021 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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18/1/21

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary 18/1/21

To

Dr. N. Vinil Kumar
Aya Cottu vilai,
Puthen chanthai,
Edaicode p.o.
K.K. Dist. - 629 152.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place: Kaliyakkavilai,
Date: 18/01/2021.


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 09.06.2022

LETTER OF APPOINTMENT

Dr. N.R. Sheela, M.Com., M.Ed., M.Phil., Ph.D. is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 09.06.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary

To

Dr. N.R. Sheela
W/o. J. Aruldas
House No. 20/15
Anattu Vilai, Karumathoor,
Kuzhithurai (P.O),
K.K. District - 629 163

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : *Kaliyakkavilai*
Date : *09-06-2022*


Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 04.09.2023

LETTER OF APPOINTMENT

Dr. S. Anitha Jose, M.Com., M.Phil., Ph.D. is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 04.09.2023 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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04/09/23

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629153

To

Dr. S. Anitha Jose
22-151 A, Vettuvilai,
Vettuvilai, Karankadu,
Peyankuzhi (P.O)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Peyankuzhi

Date : 04.09.2023


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

Date: 01.07.2017

LETTER OF APPOINTMENT

Mrs. S. Mary Pelcit, M.S.W., M.Phil., is appointed as **Assistant Professor in Social Work** on temporary basis with effect from 01-07-2017 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



Learn Lead Transform...

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.



[Handwritten Signature]
10/07/2017
Secretary

To

Mrs. S. Mary Pelcit
D. Jones (late)
3-70 B, Salate Nagar,
Thani vilai,
Vaniyakudi (p.o) - 629 251.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place:

Date:

[Handwritten Signature]
Signature
Name and address of the Employee

Received on 01/07/2017
[Handwritten Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Rev. Fr. Dr. S. Maria Rajendran, M.S.W.(H.R.M.), M.B.A., M.A., M.Sc., M.Phil., Ph.D.
Secretary

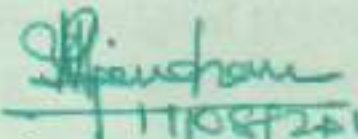
Date: 17.08.2017

LETTER OF APPOINTMENT

Mr. Krishna Prasad, M.S.W., L.L.B. is appointed as Assistant Professor in Social Work on temporary basis with effect from 17.08.2017 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.

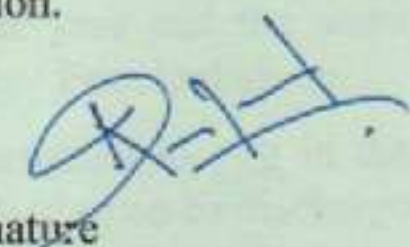

Secretary

To

Mr. Krishna Prasad
Imperiol,
Kavuvila, Nilamel,
Neyyattinkara (P.O)

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : *Kaliyakkavilai*
Date : *17/8/17*


Signature

Name and address of the Employee

KRISHNA PRASAD K.R.

Received.

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 14.03.2022

LETTER OF APPOINTMENT

Ms. Seethu Vijayan, M.S.W., (NET) is appointed as **Assistant Professor in Social Work** on temporary basis with effect from 14.03.2022 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
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6. You should not become member of any external associations / unions while in service.
7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



14.3.22

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
11. If the details furnished by you in your application regarding your qualification, previous experience, etc. are found to be incorrect or not true, you will be liable for dismissal without notice and/or such further action as the College deems fit.
12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
14.3.22

To

Ms. Seethu Vijayan
D/o. K. Vijayakumar
Rareeram,
Kiliyoor, Vellarada (P.O),
Kerala.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Vellarada

Date : 14.03.2022

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 27.07.2023

LETTER OF APPOINTMENT

Mr. R. Salu John, M.S.W., M.Phil. is appointed as **Assistant Professor in Social Work** on temporary basis with effect from 27.07.2023 at this college under self-supporting basis. He will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
3. You have to submit all your Degree and other certificates required for the above post in original at the time of joining duty. Only then the appointment order will be considered valid.
4. You will be paid salary as per the norms fixed by the management from time to time. Any increase of salary or increment will be linked strictly to your performance.
5. You shall not apply for any outside job while in service without prior written permission from the College. You shall not engage in taking private tuitions or doing any business while in service.
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7. You shall be eligible for 12 days of causal leave per year and the leave needs to be sanctioned / approved by the Correspondent / Principal alone.
8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.



[Handwritten signature]
27/7/23

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629153

To

Mr. R. Salu John
1/20A, Blessing Cottage,
Kudayali Vilai,
Fathima Nager (P.O).
Pin : 629 160

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Fathima Nager

Date : 27.07.2023

Signature

Name and address of the Employee

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

Rev. Fr. Dr. M. Eckermens Michael, M.B.A., Ph.D.
Secretary & Correspondent



Nedumcode,
Kaliyakkavilai - 629 153
K.K. District, Tamil Nadu, India.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 08.01.2024

LETTER OF APPOINTMENT

Mrs. J. Jeba Cristy, M.S.W., M.Phil. is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 08.01.2024 at this college under self-supporting basis. She will be on probation for a period of Two years.

1. The period of probation may be extended at the discretion of the College Management for such further period as the Management may deem fit. If your service is found satisfactory and required you will be made permanent.
2. It is mandatory for you to be present in the premises of the College during the working hours. During the period of your employment you will devote all your time and attention exclusively for work / duties assigned to you by the management. You will work for implementing the ideals based on which the College is founded and administered.
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8. Although your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duties which, in the opinion of the Management are within your capacity and ability and you should discharge these duties with diligence and care.




08/01/24

9. Your services can be terminated by giving one month prior notice in writing by the College. However, no notice will be required to be given in case of your services are terminated for any misconduct/indiscipline.
10. In the event of you deciding to leave from service, you should give three months prior notice in writing to the management, failing to do so you will have to remit three months' salary. Leaving service should be preferably made at the end of the academic year.
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12. You should follow the rules and regulations of the College that are in force and may be framed / amended from time to time.
13. Notwithstanding anything contained above, the Management of the College reserves all rights to retain or terminate you from service at its discretion without assigning any reason.




Secretary
SECRETARY
Nanjil Catholic College of Arts & Science
Kaliyakkavilai-629 153

To

Mrs. J. Jeba Cristy
W/o. Mr. Binito Edward
80/20/1, Konam,
Near St. Paul's CSI Church,
Kodiyoor, Mulagumoodu (P.O) - 629 167.

By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and objectives of the Institution.

Place : Mulagumoodu

Date : 08.01.2024


Signature

Name and address of the Employee