



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

Dr. S. Thankam, M.A., M.Phil., Ph.D., 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.
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.

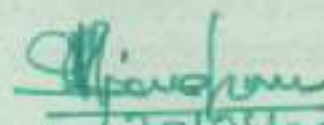


S. Thankam
20/06/2013

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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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.



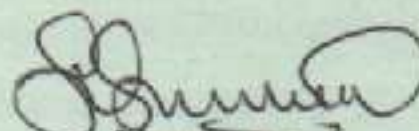

20/06/2013
Secretary

To

Dr. S. Thankam
6/94, Azhagamandapam,
Mulagumoodu (P.O),
K.K. District - 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: Kaliyakkavilai
Date: 20/06/2013


Signature

Name and address of the Employee

Received on 20/06/2013



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.
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Shirsham
30/08/2012

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.



[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*

[Signature]
Signature

Name and address of the Employee

Received
[Signature]
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: 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.

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Sujatha Joice
20/06/2013

Learn Lead Transform

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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.



[Signature]
Secretary 20/06/2013

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*

[Signature]
Signature

Name and address of the Employee

Received : *[Signature]*



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NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

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: 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.

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Signature
16/06/2016

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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.

[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*

[Signature]
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.

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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



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. 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.

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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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Secretary 10/6/19

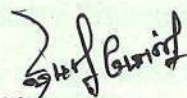
To

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



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: 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.

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[Handwritten signature]
01/7/19

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Secretary 01/07/19

To

Mr. R. Adlin Jeba
Thuchanvilai,
Mulagumoodu..

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Place: Kaliyakkavilai,
Date: 1-07-2019

Signature 14/7/19

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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Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjlccas@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.

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02.11.21

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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.

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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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[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.



[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*

[Signature]
Signature

Name and address of the Employee

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

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: 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.
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.




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.
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
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: 30.08.2012

LETTER OF APPOINTMENT

Mrs. S. Sushma Jenifer, M.A., M.Phil., is appointed as **Assistant Professor in English** 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.



Sushma Jenifer
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.



[Signature]
30/08/2012
Secretary

To

Mrs. S. Sushma Jenifer
Vetti Thru 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: Kaliyakkavilai

Date: 30/08/2012

[Signature]
Signature

Name and address of the Employee

Received
[Signature]
S. Sushma Jenifer



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.



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.



[Signature]
105/08/2014
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*

[Signature]
Signature

Name and address of the Employee

Received on 5/8/2014
[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

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.
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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.



Shirisham
14/02/2014

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.



[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*

[Signature]
Signature

Name and address of the Employee

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

Received
[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

Ms. C. Subhashini, 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. 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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Subhashini
01/07/2017

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.



[Signature]
04/07/2017
Secretary,

To

Ms. C. Subhashini
D/o. C. Mariya Chellathurai
541/A, Karumavilai,
Peribavilai,
Karungal (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*.

C. Subashini
Signature

Name and address of the Employee

*C. SUBASHINI
PERIBAVILAI,
KARUMAVILAI,
KARUNGAL (P.O),
K.K. Dt - 629157.*

*Received
C. Subashini*

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. S. Angelin Femilet, 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.



[Handwritten 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

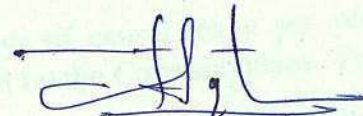
To

Dr. S. Angelin Femilet
Neduvilai Veedu,
Maruthancode 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

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013368, 9578683229

E-mail: nanjlcoas@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.
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[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.
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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.



[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*

Received
[Signature]

[Signature]
Signature

Name and address of the Employee

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



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.
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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.

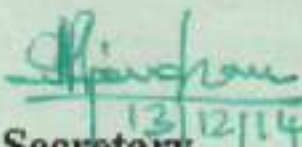


P. Anisha
13/12/2014

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.
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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.




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

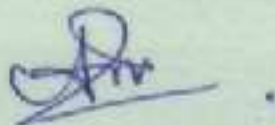
Date: 13-12-2014




Signature

Name and address of the Employee

Received on 13-12-2014.





NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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: 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.
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. 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.



[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*

[Signature]
Signature

Name and address of the Employee

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

*Received
[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

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.
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.



[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*

[Signature]

Signature

Name and address of the Employee

Received on 1/7/2017

[Signature]

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: 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.
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.




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.
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 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.
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.



[Handwritten 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. 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. C. Limcy, 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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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]
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. C. Limcy
D/o. Mr. C. Chelladurai,
14/54, Manvilai Pilankalai,
Kuppathurai,
Thiruvattar (p.o.),
Pin - 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: 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: 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.
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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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[Handwritten signature]

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

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



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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 07.10.2022

LETTER OF APPOINTMENT

Mrs. Sherine Francis, M.A., B.Ed., SET, NET is appointed as **Assistant Professor in English** on temporary basis with effect from 07.10.2022 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

Mrs. Sherine Francis
Anugraha,
Vilathankara (P.O),
Neyyattinkara - 695 134

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 : 07.10.2022


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



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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.
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.




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.
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
09.1.23

To

Mrs. J. Blessy
D/o. C. Japamony
Ayacode Meek Cara Veedu,
Puthenchanthai,
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

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
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.



[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: Kaliyakkavilai
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: nanjilccas@gmail.com, www.nanjilcatholiccollegekk.com

Date: 30.08.2012

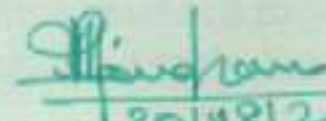
LETTER OF APPOINTMENT

Ms. S. Jerlin Mary, 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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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
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.


20/08/2012
Secretary

To

Ms. S. Jerlin Mary
H.No. 20/28C
Vadivilai,
Neyyoor (P.O),
K.K. District - 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: Vadivilai

Date: 30.08.2012

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: 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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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]
21/07/2014



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.
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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.

[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

[Signature]
Signature

Name and address of the Employee

Received.
[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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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.



10/6/19

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. 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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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]
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. 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

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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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

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.
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

Mrs. G.M. Dhanya
W/o. Rajesh
7-225, Amparnavilai,
Fathimanager (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.
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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.
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.



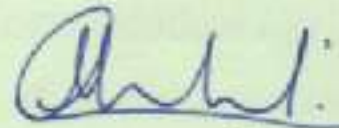

12/12/2016
Secretary

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


Signature

Name and address of the Employee



NANJIL CATHOLIC COLLEGE OF ARTS AND SCIENCE

NEDUMCODE, KALIYAKKAVILAI – 629 153
KANYAKUMARI DISTRICT, TAMIL NADU.

Phone: 04651-244788, Mobile: 89030 13368

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

Rev. Fr. Dr. S. Maria Rajendran M.S.W., M.Phil., Ph.D.
Secretary

30-07-2014

Proceedings of the Secretary, Nanjil Catholic College of Arts & Science
at Kaliyakkavilai, Dated 30-07-2014.

APPOINTMENT ORDER

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

Dr. Sekar Ramasubramaniam .P, M.Sc., M.Phil., Ph.D, is appointed as
Professor in Physics on temporary basis at this college under self-supporting basis. He
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. S. MARIA RAJENDRAN, M.S.W., M.B.A., M.A., M.Phil., Ph.D.
Secretary

Nanjil Catholic College of Arts & Science
Kaliyakkavilai - 629 153
K.K. Dist., Tamilnadu, India



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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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.
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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.




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,
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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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[Signature]
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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[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

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

S. Murugavel

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,
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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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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.



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.
Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjlccas@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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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. 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

Mr. F. Sahaya Raj, M.Sc., (NET) is appointed as **Assistant Professor in Physics** 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.
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18/1/2021

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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
18/11/2021

To

Mr. F. Sahaya Raj
17/133, Near Morning Star Polytechnic College,
Chunkankadai,
K.K.District- 629 003

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



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Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjilccas@gmail.com

fr.eckermens@gamil.com

Date: 09-03-2022

LETTER OF APPOINTMENT

Mr. Marshan Robert H, M.Sc., M.Phil., Ph.D. is appointed as **Assistant Professor in Physics** on temporary basis with effect from 09-03-2022 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]
09/03/22

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.
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Secretary
69/03/20

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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



Nedumcode,
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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.
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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.
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

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

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.



[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

[Signature]
Signature 29/6/15

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: 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: 17.06.2016

LETTER OF APPOINTMENT

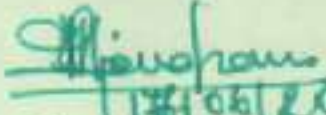
Ms. L. Lisy, M.Sc., M.Phil., is appointed as Assistant Professor in Chemistry on temporary basis with effect from 17-06-2016 at this college under self-supporting basis. She will be on probation for a period of Two years.

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.



[Signature]
17/06/2016

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.


17/06/2016
Secretary



To

Ms. L. Lisy
D/o. G.Y. Lazer
Kalpottavilai,
Tholayavattam (P.O) - 629 157

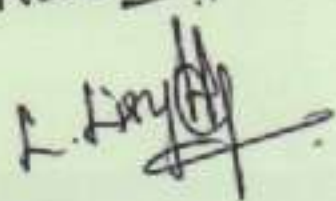
By signing below, I accept the specific terms and conditions of employment that are enumerated above and that are in force and may be framed/amended from time to time by Nanjil Catholic College of Arts and Science, Kaliyakkavilai. Further I agree to put forth my best efforts to support the goals and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

Place: Tholayavattam

Date: 17.06.2016


Signature

Name and address of the Employee

Received


2/0



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. 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.
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.



Received
C. Agatha Christie

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.



[Signature]
10/10/2017
Secretary

To

Dr. C. Agatha Christie
W/o. S. Sam Santhose
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*

[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. 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.
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]
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. T. Alwin
S/o. N. Thomas,
Essakivilagam House,
Kirathoor (p.o) - 629 181

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: Keliya K Kavilai

Date: 18-06-2028

Shin
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. 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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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

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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.



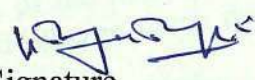

Secretary
18/6/18

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



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. 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.
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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[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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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. 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



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: 04.10.2021

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.
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.




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.
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
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

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



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Phone : 04651-244788,
Mobile : 8903013368
9360331148

www.nccas.edu.in

Email : nanjlccas@gmail.com

fr.eckermens@gamil.com

Date: 09-03-2022

LETTER OF APPOINTMENT

Dr. S.V. Sheen Mers, M.Sc., M.Phil., (NET), Ph.D.-CSIR (Post Doctorate), is appointed as **Assistant Professor in Chemistry** on temporary basis with effect from 09-03-2022 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.
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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]
09/03/22

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
09/03/22



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.
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]
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.
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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.



[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
[Signature]

[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.
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.



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.
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]
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

NEDUMCODE, KALIYAKKAVILAI - 629 153.

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

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.
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 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. 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.
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.



[Signature]
16/6/2016
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

[Signature]
Signature

Name and address of the Employee

Received on 16-6-2016

"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.
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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.



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. 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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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.
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12/6/19

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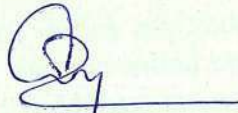

Secretary 12/6/19

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

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
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Mobile : 8903013368
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.
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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.




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.
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Secretary 22/2/21

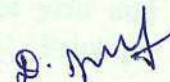
To

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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9360331148

www.nccas.edu.in

Email : nanjlccas@gmail.com

fr.eckermens@gamil.com

Date: 22.11.2021

LETTER OF APPOINTMENT

Mrs. T. Ahila, M.C.A., M.Phil. 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.
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22/11/21

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Secretary
22/11/21



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

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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.
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
18/06/2015

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.



[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*

[Signature]
Signature

Name and address of the Employee

Received.

[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.
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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.



Shirisham
18/06/2015

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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.



[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*

[Signature]
Signature

Name and address of the Employee

Received on 18/6/2015

[Signature]



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: 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.
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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

Learn Lead Transform...

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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.



[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 *[Signature]*

Name and address of the Employee

Received on *[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: 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.
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]
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.
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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.



[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*

[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

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.
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Learn Lead Transform...

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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.



[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*

[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: 18.06.2018

LETTER OF APPOINTMENT

Dr. R. Kishore Jani, M.P.Ed., M.Phil., Ph.D., is appointed as **Assistant Professor in Physical Education** 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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[Signature]
18/6/18

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Secretary 18/6/18

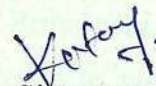
To

Dr. R. Kishore Jani
S/o. T. Raj,
Theriyavilai,
Poovancode,
Chenkodiy (p.o) - 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: 18.06.2018


Signature

Name and address of the Employee



"To be an instrument of love"

NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

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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.
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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.
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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 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

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: 24.06.2015

LETTER OF APPOINTMENT

Dr. M. Babima, M.B.A., M.Com., M.Phil., Ph.D., is appointed as Assistant Professor in Business Administration on temporary basis with effect from 24-06-2015 at this college under self-supporting basis. She will be on probation for a period of Two years.

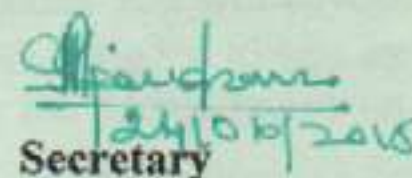
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[Signature]
24/06/2015

Learn Lead Transform

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Secretary



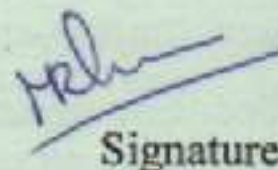
To

Dr. M. Babima
100C/1B, Rethna Raja Street,
Beach Road,
Kottar (P.O),
Nagercoil - 629 002.

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: *24.06.2015*


Signature

Name and address of the Employee

*Received on
24.06.2015
ML*



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

24-02-2018

**Proceedings of the Secretary, Nanjil Catholic College of Arts & Science
at Kaliyakkavilai, Dated 24-02-2018.**

APPOINTMENT ORDER

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

**Mr. G. Jenit Hanson, M.B.A, M.Phil., is appointed as Assistant Professor in
Business Administration on temporary basis with effect from 24-02-2018 at this college
under self-supporting basis.**

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



Fr. Dr. 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



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: 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.
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.




20/6/19

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.



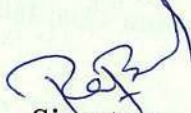

Secretary 20/6/19

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,
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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 Businesss 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.
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

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

Jasbin Bino P
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: 25.07.2022

LETTER OF APPOINTMENT

Mrs. G.S. Subi Mol, M.B.A., M.Phil., is appointed as **Assistant Professor in Business Administration** on temporary basis with effect from 25.07.2022 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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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.




25.7.22

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 25.7.22

To

Mrs. G.S. Subi Mol
W/o. T. Sujin
6-177, Vazha vilai,
Kattathurai (P.O)
Swamiyarmadam.

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 : Kattathurai

Date : 25.07.2022

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: **8903013366, 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

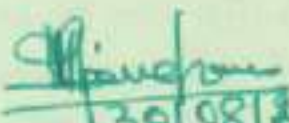
LETTER OF APPOINTMENT

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.

[Signature]
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.

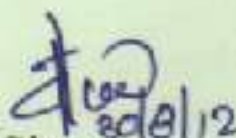

30/08/2012
Secretary

To

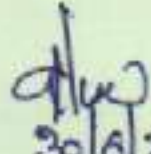
Mrs. R. Jolly Rosalind Silva
19/19, Kavadi Thattu Street,
Arumanai (P.O),
K.K. District - 629 151.

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.
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Shobha Rani
20/06/2013

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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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.



[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

[Signature]
Signature

Name and address of the Employee

Received on 20.06.2013

[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

Date: 27.06.2013

LETTER OF APPOINTMENT

Dr. C. Arul Mary Thangam, M.Com, M.Phil., Ph.D., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 27-06-2013 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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Signature
27/06/2013

Learn Lead Transform...

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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.



[Signature]
27/06/2013
Secretary

To

Dr. C. Arul Mary Thangam
D/No. 17-268
Thickanamcode Junction,
Thickanamcode (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: *27-06-2013*

[Signature]
27/06/2013
Signature

Name and address of the Employee
[*C. Arul Mary Thangam*]

Received



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

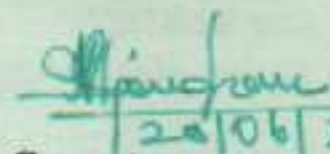
Mrs. V. Vincy, M.Com, M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 20-06-2013 at this college under self-supporting basis. She will be on probation for a period of Two years.

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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[Signature]
20/06/2013

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20/06/2013
Secretary

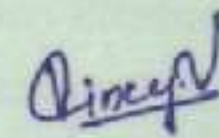


To

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*


Signature

Name and address of the Employee

Received on 20/6/2013
Vincy.V



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.
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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[Signature]
18/06/2014

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.



[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*

[Signature]
Signature

Name and address of the Employee

Received on
18/06/14
[Signature]



NANJIL CATHOLIC COLLEGE OF ARTS & SCIENCE

NEDUMCODE, KALIYAKKAVILAI - 629 153.

K.K. DISTRICT, TAMILNADU, INDIA.

Phone: 04651-244788, Mobile: 8903013366, 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: 29.07.2015

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.
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
29/07/2015

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.
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.



[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*

[Signature]

Signature

Name and address of the Employee

Received on 29-7-2015

[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: 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.

[Signature]
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*

[Signature]
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: 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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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...

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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.

Shanmugam
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.
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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



"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: 23.01.2021

LETTER OF APPOINTMENT

Mr. P. Godwin Prince, M.Com., M.Phil., is appointed as **Assistant Professor in Commerce** on temporary basis with effect from 23-01-2021 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.
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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]
23/1/2021

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.
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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 23/1/2021

To

Mr. P. Godwin Prince
8/3, Kennady Street,
Mela Ramanputhoor,
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: 23/1/2021

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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[Handwritten signature]

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

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.
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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.



[Signature]
01/07/2017
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:

[Signature]
Signature
Name and address of the Employee

Received on 01/07/2017
[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

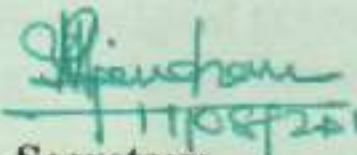
Date: 17.08.2017

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.
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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.

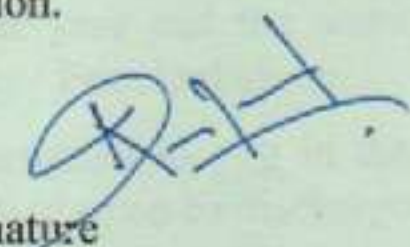

Secretary

To

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

"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: 04.12.2019

LETTER OF APPOINTMENT

Dr. S. Ponni, M.S.W., Ph.D., (NET) is appointed as **Assistant Professor in Social Work** 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.
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]
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.
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 4/12/19

To

Dr. S. Ponni
70D, Main Road,
Gandhi Nagar,
Tirunelveli (p.o) – 627 008.

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: 4/12/19

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: 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.
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.




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