



MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years



CRITERION-5

STUDENT SUPPORT AND PROGRESSION

2020-2021



MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

(Affiliated to Mahatma Gandhi University, Kottayam. Re - Accredited by NAAC with 'B+')

Kerala 683 542

0484 2522723

Fax 0484 2520823

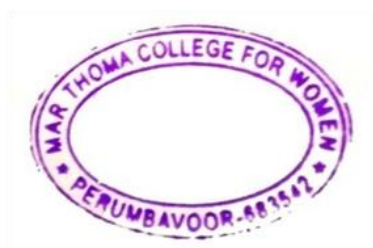
E mail : mtcwpbr@yahoo.in

Placed Students

2020-2021

INDEX

Sl No	Name of the Student	Page Number
1	Akhila Preman	1
2	M.K.Devi Gayathri	2
3	Aparna Valsan	3
4	Karthika M G	4
5	Maria Mini Eldhose	5
6	Feba P Thomas	12
7	Anju Johnson	13
8	Aparna P M	14
9	Aleena Davis	15
10	Anna Baby	16
11	Ashna Asharaf	17
12	Divya Tk	18
13	Jolsna Sibi	19





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2020-2021

1. Akhila Preman

CIN No.U65929KL1987PLC004729
Regd Office: Kosamattam Building
Market Junction ,M.L.Road
Kottayam -686001,Kerala,India

Tel: +91 481 2586400
email: info@kosamattam.com
www.kosamattam.com



REF: HR/
01-Jul-2021

To,
AKHILA PREMAN
D/O PREMACHANDRAN R, PANDARAPADATH, MALAYIDAMTHURUTH PO,
KIZHAKKAMBALAM, ERNAKULAM,683561

OFFER OF EMPLOYMENT /APPOINTMENT ORDER

Sir/Madam

We are pleased to inform that you have been selected to work for **KOSAMATTAM FINANCE LTD.** We are delighted to make you the following job offer

DESIGNATION : **BRANCH EXECUTIVE**
LEVEL : **Lower Management**
EMPLOYMENT STATUS : **Probation/Trainee**

- 1.Your CTC is Rs. 181708.00 pa
- 2.You will undergo training/probation at THRIKKAKARA, from 01/07/2021 .The training/probation/extended probation is liable to be terminated at any time without any notice without assigning any reason what so ever. On successful completion of your training/probation programme, you will be posted in THRIKKAKARA . You are requested to submit the following documents on or before joining duty for verification.

- 1.SSLC Certificate
- 2.Degree Certificate
- 3.PAN Card/Any other ID proof
- 4.Address Proof
- 5.Two Pass Port Size Photograph

You may also be transferred to any location / department / grade / designation as deemed fit by the Management at any time.

3. You shall perform the duties assigned to you from time to time diligently and earnestly and shall not undertake any other employment or occupation or agency work during the training or employment period.

4. You shall show utmost honesty and integrity in all your dealings and conduct yourself in a manner not detrimental to the interests of the Group and shall also maintain absolute secrecy regarding the affairs of the Group as well as of its customers. You shall be punctual in attendance and shall also maintain cordial relation with all the colleagues.

5. The Management has the right to terminate your services giving one month's notice or one month's salary in lieu of notice. However such notice shall not be mandatory where the services of such an employee are dispensed with on a prima facie charge of misconduct. If, you wish to resign from service early, you may do so by giving 30 days' Notice of Resignation in writing or compensate one month salary in lieu of 30 days' notice period and clearing of all dues. This is a binding obligation resting on you under the Group's service conditions, breach of which will compel the Management not to relieve you from service, besides initiating against you such other actions, including legal, as deemed fit and necessary.





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2.M.K Devi Gayathri

Reliance SMSL Limited

Ref No. HR/MAR/22/KT/60289891/1001157241

Date: 04.03.2022

M K DEVI GAYATHRI
120,MAMKOOTTATHIL,MALAYATOOR P O
Kerala,India
683587

Offer-cum-Appointment Letter

Dear M K DEVI GAYATHRI,

This is with reference to your application and subsequent Test and Interviews you had with us.

We are pleased to offer you an appointment as **Customer Service Associate** in the employment of the company subject to your joining on or before **07.03.2022**. The offer shall automatically lapse if you do not join.

Reliance SMSL Limited is engaged in the business of providing outsourced human resource services to their clients. Accordingly, you are assigned to our client to work as **Customer Service Associate** in Grade **KT** and shall perform duties that are assigned to you in connection with the Clients' business at their premises as may be advised from time to time.

You will receive an Annual Gross Compensation (including Basic and allowances) of **Rs. 149544/- per annum** as below:

	Rs. per month
Basic	6500
HRA	5962
Conveyance Allowance	
Monthly Gross	12462
Annual Gross	149544

You will be covered by applicable statutory benefits such as PF, ESI and Bonus etc. The compensation is subject to prevailing tax and other laws, policies, rules and guidelines. You are expected to keep your compensation strictly confidential.

Your appointment and subsequent continuation of employment with the Company is strictly based on your consistent delivery on the agreed performance parameters and compliance with the values and guidelines of the organization. The tenure of your employment shall be subject to the requirement of the services provided by us to our client and shall also be subject to the requirement of deputation or completion of the project with the client.

The terms and conditions in this letter and the annexures thereto will form terms of appointment upon your joining.

Please sign and return a copy of this letter as a token of your acceptance of the terms and conditions of employment and return the same to HR at the earliest.

Please note the documents to be submitted on your date of joining as part of joining compliance.

We wish you a long successful association with us.

Yours faithfully,

For **Reliance SMSL Limited**

Authorised Signatory

Signature of the Employee:

Encl: Terms and Conditions of Employment - **Annexure - I**





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3. Aparna Valsan





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4. Karthika M G





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5. Maria Mini



PRIVATE AND CONFIDENTIAL

Reference No. - 1384174925

Applicant ID - 4952091

10-Dec-2021

MARIA ELDOSE

Dear MARIA,

We take great pleasure in extending an offer to you for being a part of ICICI Bank. You will be placed in Branch Banking Dept at KOCHI - RAVI PURAM_BR. Your internship would take place at KOCHI - RAVI PURAM_BR. Please note that your appointment is subject to your successful completion of the Post Graduate Diploma in Sales and Relationship Banking.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join our Bank on 23-Dec-2021 initially as a Trainee.
- You will be required to complete the on-the-job training for a period of three months immediately on joining.
- You will also be required to complete the mandatory NISM certification along with other evaluation process during the three months on-the-job training period to be eligible for Grade Confirmation.
- On successful completion of the three months' on-the-job training and NISM Certification, you will be placed in the grade of Senior Officer in the Bank.
- In the event of your not successfully completing the on-the-job training as per assessment of the Bank or failure to complete NISM Certification, this offer of appointment to place you in the grade of Senior Officer shall stand withdrawn and you shall continue to be in a position of Trainee till such period as decided by the bank.
- After completion of on-the-job training and NISM Certification, you will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation, your service with the Bank shall be confirmed, and communicated in writing to you.

Remuneration:

(a) During Training Period

- You will be paid an all-inclusive lump sum stipend of Rs. 7,600/- (Rupees Seven Thousand Six Hundred only) per month.

(b) On successful completion of on-the-job training period as Senior Officer.

ICICI Bank Limited

ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel. (91-22) 2653 1414
Fax. (91-22) 2653 1122
Website www.icicibank.com

Regd. Office : "Landmark",
Race Course Circle,
Vadodara 390007, India.





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: 2 :

Reference No. - 1384174925

MARIA ELDBOSE

- Your Base Salary will be Rs. 76,200 (Rupees Seventy-Six Thousand and Two Hundred only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 63,900 (Rupees Sixty -Three Thousand and Nine Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 38,100/- (Rupees Thirty-Eight Thousand and one Hundred only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs 11,430 (Rupees Eleven Thousand Four Hundred and Thirty only) per annum.

Benefits:

- Comprehensive Medclaim Coverage for you and your immediate family up to Rs. 400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

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: 3 :

Reference No. - 1384174925

MARIA ELDBOSE

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.
- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

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: 4 :

Reference No. - 1384174925

MARIA ELDOSE

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

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: 5 :

Reference No. - 1384174925

MARIA ELDBOSE

- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of:
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc. and
 - c) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.
- **General:**
 - Your appointment and continuation in employment are subject to you being found medically fit by a Bank appointed doctor, reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/marksheets at the time of joining.
 - You will be bound by the Rules and Regulations of the Bank.
 - You will keep us informed of any change in your residential address.

If you are agreeable to the above-mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,
Shruti Priya

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

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Remuneration Details

Name : MARIA ELDBOSE

Position : Senior Officer Trainee

Group : RETAIL BANKING GROUP

	Senior Officer Trainee	
	Monthly	Quarterly
Basic	3,500	10,500
HRA	1,750	5,250
Allowances	2,350	7,050
PF**	702	2,106
Total	8,302	24,906

** This total amount is subject to PF and Professional Tax Deductions

Date: 10-Dec-2021

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Remuneration Details

Name: MARIA ELDBOSE

Position: Senior Officer

Group: RETAIL BANKING GROUP

	Senior Officer	
	Monthly	Annual
Basic	6,350	76,200
HRA	3,175	38,100
Supplementary Allowance*	5,325	63,900
Superannuation Allowance **	953	11,430
Total	15,803	189,630
Retirals		
Retirals (PF, Gratuity) ***	1,930	23,160
Total CTC	17,733	212,790
Performance Linked Retention Pay#	1,583	19,000
Total (incl PLRP)	19,316	231,790

* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date : 10-Dec-2021

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6. Feba P Thomas





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7.ANJU JOHNSON



Rajagiri Hospital



Anju Johnson
Coordinator - Tumour Registry
Medical and Haemato - Oncology

Emp ID : 30892

Valid Upto : 31-01-2025


Authorized Signator





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8. APARNA P M

CODITECH SOFTWARE SOLUTIONS

A CorroHealth Company

6/Jun/2022

To

Ms. Aparna P.M

Palathumkudy House, Pallupetta, Malayattoor,
Ernakulam, Kerala - 683587.

Dear Ms. Aparna P.M

Sub: Letter of Appointment

We are pleased to offer you an appointment in our organization on the following terms and conditions:

- 1 Your date of commencement of service is: **6/Jun/2022**. Employee ID, Designation: **VRCMCOK071, Jr Executive - Coding Services**. File No: **67**, Place of posting: **Kochi**.
- 2 You will be entitled to a **CTC of Rs. 18000 (Rupees Eighteen Thousand Only)** per month till the confirmation, which would be subject to revision periodically on the basis of your performance. Ref – Annexure A
- 3 You will be eligible to other benefits in accordance with the company's rules and statutory benefits, if any, applicable to you from time to time. You will also be entitled to leave, ESIC, PF and Gratuity and as per Act. Your Performance Review will be done on yearly basis. Remuneration paid to you shall be subject to Tax Deduction at Source as per the rules applicable at the time of disbursement.
- 4 If you want to exit the organization for any cause, you need to formally resign, serve notice period, and complete exit formalities as per the HR policy and as per the employment documents that you sign while joining us. We waive off notice period only on serious medical conditions, which are substantiated with medical documents such as hospitalization records, discharge summary, scan report, blood test reports. We will send them to our medical panel and once they validate and approve the documents, immediate relieving will be initiated.
- 5 Otherwise, associates below AVP level have to serve Two months' notice while resigning from services. All the confirmed associates have to serve notice period according to their designation or they need to pay three/two (based on their designation) month's gross salary in lieu of notice while resigning from services. However the decision to accept gross salary in lieu of their notice period solely lies with your functional head based on the responsibilities they were handling and the availability of replacement for the position.

Josepha



Accepted By - Ms. Aparna P.M

Registered Address: F-83, Profit Centre, Gate No 1, Near Pizza Hut, Mahavir Nagar, Kandivali
Mumbai MH 400067 IN; CIN: U72900MH2019FTC333609





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9. Aleena Davis

VISIONARY RCM
(Temporary Identity Card)

Name : Aleena Davis

APP.ID : VYCMCOK064

DOB : 06-06-2022

Issuing Authority :





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10. Anna Baby





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11. Ashna Asharaf





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12. Divya Tk





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13. Jolsna Sibi

IELTS WITH VIDYA ACADEMY



www.ieltswithvidya.com

To Whom It May Concern

Ms. Jolsna Sibi, Karathadathil house, Ekkunnam, Asamannoor P.O, Ernakulam PIN 683549, Kerala, India is working with us in the capacity of IELTS and Spoken English Trainer since February 2022. She is well versed in teaching different modules of IELTS and giving guidance to ESL students.

She is hardworking and has a go-getter attitude. She is capable of doing work with the least amount of supervision. Her communication skills enabled her to have professional relations with colleagues as well as the students.

We wish her all the best in her future career.

Kothamangalam

07 May 2022



For IELTS WITH VIDYA ACADEMY

Mg. Partner Partner

Opp.BSNL Exchange, Thankalam, Kothamangalam, Kerala – 686691

Ph No: +91 9633523467, 7012543467

Email: ieltswithvidya@gmail.com

Sybil Jay



Principal - in - charge
Mar Thoma College For Women
Perumbavoor - 683 542