

MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR



TEACHING-LEARNING AND EVALUATION

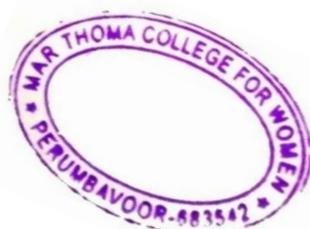


APPOINTMENT LETTERS- MANAGEMENT SANCTIONED TEACHING POSTS

2017-2022

MANAGEMENT SANCTIONED POSTS

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Sample Appointment letters of teachers in Management sanctioned posts during 2017-2018

	MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR <small>(Affiliated to Mar Thoma Central University, Kottayam, Kerala) Accredited by NAAC with B+</small>	Kerala 683 342 Phone 2422723 Fax 2484 2220921 E-mail: mtcwplw@pyschools.in
No. MTCW/APO/ 120 /2017	June 5, 2017	
<u>APPOINTMENT ORDER</u>		
Sub: Mar Thoma College for Women,Perumbavoor- Appointment of Staff Ref: Ms. Amy Maria Paul's Application for employment & her interview with Mar Thoma College for Women		
<p>Ms. Amy Maria Paul is hereby appointed as Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 05, 2017.</p> <p>This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.</p>		
Copy to : The Principal, MTCW : Ms. Amy Maria Paul Attach : Annexure I		 PRINCIPAL Dr. LILY CHERIAN ASSOCIATE PROFESSOR IN-CHARGE OF PRINCIPAL MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR-683542 KERALA



Annexure I

1. Ms. Amy Maria Paul's designation will be *Assistant Professor* in the Department of Commerce (S/P) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 05, 2017 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-883542
 K. I. M. S.





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

[Affiliated to Mar Thoma Central University, Kottayam, Kerala - Accredited by NAAC with B-1]

Phone No: 0484 252222
 Fax No: 0484 252222
 Email: mtrwphr@yahoo.in

No. MTCW/APCW/114/2017

June 5, 2017

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor - Appointment of Staff
Ref: Ms. Sunu N.V.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Sunu N.V. is hereby appointed as Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor, under self-financing scheme on monthly salary as per management norms with effect from June 05, 2017.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Sunu N.V.
 Attach : Annexure I




 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-682342
 KERALA



Annexure I

1. Ms. Sunu N.V.'s designation will be Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
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9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




PRINCIPAL

DR. LISY CHERIAN
ASSOCIATE PROFESSOR
IN-CHARGE OF PRINCIPAL
MAR THOMA COLLEGE FOR WOMEN
PERUMBAVOOR-683542
KERALA





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

(Affiliated to Malabar Catholic University, Kottayam, Kerala) - Accredited by **NAAC** with 'B'

Kerala 689 542
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 E-mail: mtc@pafaweb.in

No. MTCW/APO/ 118 /2017

June 5, 2017

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Ganga N.B.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Ganga N.B. is hereby appointed as Assistant Professor in the Department of Hindi of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 05, 2017.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Ganga N.B.
 Attach : Annexure I




 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-689542
 KERALA



Annexure I

1. Ms. Ganga N.B.'s designation will be Assistant Professor in the Department of Hindi of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 05, 2017 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-683542
 KERALA



Sample Appointment letters of teachers in Management sanctioned posts during 2018-2019



MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR
(Affiliated to Mar Thoma Ecclesial University, Kottayam, Kerala) Accredited by NAAC (A++ B-)

Kerala 683 002
 India 9846 222222
 Fax 9846 222222
 E mail: marthomahighschool.in

No. MICW/APO/111/2018 June 4, 2018

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Arya M.L.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Arya M.L. is hereby appointed as Assistant Professor in the Department of English (S.E) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 04, 2018.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to	The Principal, MICW		 DR. LISSY CHERIAN ASSISTANT PROFESSOR IN CHARGE OF PRINCIPAL MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR-683542 AYNAK
Attach	Annexure I		



Annexure I

1. Ms. Arya M.L.'s designation will be Assistant Professor in the Department of English (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 04, 2018 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



Lisy Cheria
 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-683542
 KERALA





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

(Affiliated to Mahatma Gandhi University, Kottayam, Kerala) Accredited by **NMAC** (with B+)

Phone: 0474 2562743
 0474 2562743
 Fax: 0474 2562421
 E-mail: mtrawp@tyaloo.in

No. MTCW/APO/ 109/2018

June 4, 2018

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Aswathy Prakash's Application for employment & her interview with Mar Thoma College for Women

Ms. Aswathy Prakash is hereby appointed as Assistant Professor in the Department of Chemistry of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from *June 04, 2018*.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Aswathy Prakash
 Attach : Annexure I



[Signature]
 PRINCIPAL
 DR. LISY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-683542
 KERALA



Annexure I

1. Ms. Aswathy Prakash's designation will be Assistant Professor in the Department of Chemistry of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 04, 2018 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



Dr. Etsy Cheria
 PRINCIPAL
 DR. ETSY CHERIAN
 ASSOCIATE PROFESSOR
 IN-CHARGE OF PRINCIPAL
 MAR THOMA COLLEGE FOR WOMEN
 PERUMBAVOOR-683542
 KERALA




MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

 (Affiliated to Mahatma Gandhi University, Kottayam, Kerala) Accredited by **NMAC** with 'B+'

Kerala 683 542

0484 3528741

Fax 0484 3520833

 E-mail: mtcwpb@yahoo.in

No. MTCW/APO/ 121 /2018

June 4, 2018

APPOINTMENT ORDER
Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Sunbula Kareem's Application for employment & her interview with Mar Thoma College for Women

Ms. Sunbula Kareem is hereby appointed as Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from *June 04, 2018*.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
: Ms. Sunbula Kareem

Attach : Annexure I



PRINCIPAL

DR. LISSY CHERIAN
ASSOCIATE PROFESSOR
IN-CHARGE OF PRINCIPAL
MAR THOMA COLLEGE FOR WOMEN
PERUMBAVOOR-683 542
KERALA



Annexure I

1. Ms. Sumbula Kareem's designation will be Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 04, 2018 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




PRINCIPAL
DR. LISY CHERIAN
ASSOCIATE PROFESSOR
IN-CHARGE OF PRINCIPAL
MAR THOMA COLLEGE FOR WOMEN
PERUMBAVOOR-683542
KERALA



Sample Appointment letters of teachers in Management sanctioned posts during 2019-2020

	<p>MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR <small>(Affiliated to Mar Thoma College University, Kottayam, Kerala - Accredited by NAAC with 'B')</small></p>	<p> Kerala 883542 Phone 4822781 Fax 0484 2120111 Email : mtcwplg@yuboo.in</p>
No. MTCW/APM/121/2019	June 3, 2019	
<p><u>APPOINTMENT ORDER</u></p>		
<p>Sub: Mar Thoma College for Women,Perumbavoor- Appointment of Staff Ref: Ms. R. Anandhi's Application for employment & her interview with Mar Thoma College for Women</p>		
<p>Ms. R. Anandhi is hereby appointed as Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 03, 2019.</p> <p>This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.</p>		
Copy to	: The Principal, MTCW : Ms. R. Anandhi	 PRINCIPAL DR. GIGI GEORGE Principal - in - charge Mar Thoma College For Women Perumbavoor - 883542
Attach	: Annexure I	



Annexure I

1. Ms. R. Anandhi's designation will be Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager Principal of the College.
7. This appointment is for a fixed period of one academic year from June 03, 2019 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




 PRINCIPAL
 Dr. G. G. GEORGE
 Principal in charge
 Mar Thoma College for Women
 Perumbavoor - 683 542





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

(Affiliated to Malabar Catholic University, Kottayam, Kerala - Accredited by NAAC with 'B')

Ward No 542
 Othra Street
 Perumbavoor - 683542
 Email: mtrwpc@yahooinia

No. MTCW/APO/ 127 /2019

June 3, 2019

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff

Ref: Ms. Sunu N.V.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Sunu, N.V. is hereby appointed as Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 03, 2019.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Sunu N.V.
 Attach : Annexure I



PRINCIPAL

DR. GIGI GEORGE
 Principal-in-charge
 Mar Thoma College for Women
 Perumbavoor - 683 542



Annexure I

1. Ms. Sane N.V.'s designation will be Assistant Professor in the Department of Zoology (50%) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five-day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 03, 2019 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
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11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
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 PRINCIPAL
 DR. GIGI GEORGE
 Principal in-charge
 Mar Thoma College For Women
 Perumbavoor - 683 542





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

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

Kerala 685 542
 Phone: 0484 2522763
 Fax: 0484 2520825
 E-mail: mtcwpc@yashon.in

No. MTCW/APO/ 114 /2019

June 3, 2019

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Amy Maria Paul's Application for employment & her interview with Mar Thoma College for Women

Ms. Amy Maria Paul is hereby appointed as Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from *June 03, 2019*.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

PRINCIPAL

Dr. GIGI GEORGE
 Principal - in-charge
 Mar Thoma College For Women
 Perumbavoor - 685 542

Copy to : The Principal, MTCW
 : Ms. Amy Maria Paul

Attach : Annexure I



Annexure I

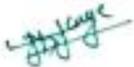
1. Ms. Amy Maria Paul's designation will be Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
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11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



[Handwritten Signature]
 PRINCIPAL
 Dr. GIGI GEORGE
 Principal - in charge
 Mar Thoma College For Women
 Perumbavoor - 683 542



Sample Appointment letters of teachers in Management sanctioned posts during 2020-2021

 <p>MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR (Affiliated to Mahatma Gandhi University, Kottayam, Kerala) - Accredited by NAAC with B+</p> <p>Kerala 689 948 Phone 0484 252825 Fax 0484 252883 E mail: mtcw@p@yabon.in</p>	<p>No. MTCW/APO/ 113 /2020</p> <p>June 1, 2020</p>
<p><u>APPOINTMENT ORDER</u></p>	
<p>Sub: Mar Thoma College for Women,Perumbavoor- Appointment of Staff Ref: Ms. Amy Maria Paul's Application for employment & her interview with Mar Thoma College for Women</p>	
<p>Ms. Amy Maria Paul is hereby appointed as Assistant Professor in the Department of Commerce (S.F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 01,2020.</p> <p>This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.</p>	
<p>Copy to : The Principal, MTCW : Ms. Amy Maria Paul</p> <p>Attach : Annexure I</p>	<p> PRINCIPAL Dr. Gidi George Principal - MTCW Mar Thoma College for Women Perumbavoor - 689 948</p> <p align="center">  </p>



Annexure I

1. Ms. Amy Maria Paul's designation will be Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 01, 2020 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



PRINCIPAL

Dr. GEORGE

Perumbavoor - 683542

Mar Thoma College for Women
Perumbavoor - 683542





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

(Affiliated to Mahatma Gandhi University, Kottayam, Kerala) Accredited by **NAAC** with 'B'

Kerala 047 542

0474 222721

Fax 0474 222952

E-mail : mtrwpc@pobox.in

No. MTCW/APO/ 128 /2020

June 1, 2020

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff

Ref: Ms. Saritha N.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Saritha N. is hereby appointed as Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 01, 2020.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
: Ms. Saritha N.
Attach : Annexure I



[Handwritten Signature]

PRINCIPAL

Dr. GIGI GEORGE

Principal-in-charge

Mar Thoma College For Women
Perumbavoor - 683 542



Annexure I

1. Ms. Saritha N.'s designation will be Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 01, 2020 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



[Handwritten signature]

PRINCIPAL

Dr. GIGI GEORGE
Principal - in-charge
Mar Thoma College For Women
Perumbavoor - 683 542





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

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

Kerala 683 542
 Phone: 0484 2522783
 Fax: 0484 2520813
 E-mail: mtcwpr@yahoo.in

No. MTCW/APO/ 130 /2020

June 1, 2020

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff

Ref: Ms Sunu N.V.'s Application for employment & her interview with Mar Thoma College for Women

Ms. Sunu N.V. is hereby appointed as Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 01, 2020.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Sunu N.V.,
 Attach : Annexure I



Gigi George
 PRINCIPAL
 Dr. GIGI GEORGE
 Principal - in - charge
 Mar Thoma College For Women
 Perumbavoor - 683 542



Annexure I

1. Ms. Sura N.V.'s designation will be Assistant Professor in the Department of Zoology (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 01, 2020 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



Dr. Gigi George

PRINCIPAL
Dr. GIGI GEORGE
Principal - in - charge
Mar Thoma College For Women
Perumbavoor - 683 542



**Sample Appointment letters of teachers in Management sanctioned posts
during 2021-2022**

	<p>MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR Affiliated to Mahatma Gandhi University, Kottayam. Re-Accredited by NAAC with B+1</p>	<p>Kerala 695 522 Phone: 0484 2522743 Fax: 0484 2520813 E-mail: mtrwpr@yashoo.in</p>
<p>No. MTCW/APQ/129/2021</p>	<p>June 9, 2021</p>	
<p><u>APPOINTMENT ORDER</u></p>		
<p>Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff Ref: Ms. Manju K.G.'s Application for employment & her interview with Mar Thoma College for Women</p>		
<p>Ms. Manju K.G. is hereby appointed as Assistant Professor in the Department of Malayalam (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 09, 2021.</p> <p>This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.</p>		
		 PRINCIPAL
Copy to	: The Principal, MTCW : Ms. Manju K.G.	<p>Dr. SUDHARY VARGHESE Principal-in-charge Mar Thoma College for Women Perumbavoor - 681342</p>
Attach	: Annexure I	
		



Annexure I

1. Ms. Morju K.G.'s designation will be Assistant Professor in the Department of Malayalam (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 09, 2021 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



Signature of the Principal

Dr. SULTANA KHANUM
Principal
Mar Thoma College for Women
Perumbavoor - 681 541





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

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

Kerala 689 542
 Phone 2523793
 Fax 0484 2520823
 E mail : mrcw@perumbavoor.in

No. MTCW/APC/130/2021

June 9, 2021

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
Ref: Ms. Keerthi Sasidharan's Application for employment & her interview with Mar Thoma College for Women

Ms. Keerthi Sasidharan is hereby appointed as Assistant Professor in the Department of Botany of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from June 09, 2021.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.

Copy to : The Principal, MTCW
 : Ms. Keerthi Sasidharan
 Attach : Annexure I

PRINCIPAL

Dr. SUDHA K. K. N. N.
 Principal-in-charge
 Mar Thoma College for Women
 Perumbavoor - 689 542



Annexure I

1. Ms. Keerthi Sridharan's designation will be Assistant Professor in the Department of Botany of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 09, 2021 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.




Signature of the Principal

Dr. SUDHAKAR VANDAN
Principal - in-charge
Mar Thoma College for Women,
Perumbavoor - 683 542





MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

[Affiliated to Mahatma Gandhi University, Kottayam, Kerala - Accredited by **NMAC** with 'B+']

Kerala 681 542

Phone 2522723

Fax 0484 2510845

E-mail: mtcwpr@yaboo.in

No. MTCW/APD/ 131 /2021

June 9, 2021

APPOINTMENT ORDER

Sub: Mar Thoma College for Women, Perumbavoor- Appointment of Staff
 Ref: Ms. R. Anandhi's Application for employment & her interview with Mar Thoma College for Women

Ms. R. Anandhi is hereby appointed as Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor, on monthly salary as per management norms with effect from *June 09, 2021*.

This appointment shall be for a period of one year from the date of joining, and the same is renewable subject to his/ her satisfactory performance. During the above period the Management will be free to terminate the appointment, without notice and without assigning any reason, if his/ her service are found not satisfactory. The other terms and conditions of appointment are given in the attached Annexure I. The duplicate copy of this appointment order shall be returned by him/ her duly signed as a token of his/ her acceptance of terms and conditions.


 PRINCIPAL

Copy to : The Principal, MTCW
 : Ms. R. Anandhi

Attach : Annexure I



DR. EUJO MARY VARGHESE
 Principal - MTCW
 Mar Thoma College for Women
 Perumbavoor - 681 542



Annexure I

1. Ms. R. Anandhi's designation will be Assistant Professor in the Department of Commerce (S/F) of Mar Thoma College for Women, Perumbavoor.
2. He/ she will be entitled to paid leave of 15 days casual leave per year subject to rules and regulations of the College.
3. He/ she will follow a five day work week and adhere to the College timings prevailing from time to time.
4. The holidays specified in the College Calendar shall be applicable for this appointment.
5. He/ she shall carry out all responsibilities assigned to him/ her by the Principal of the College.
6. This is a full time appointment and he/she shall not undertake any business or teaching assignment on a permanent basis or otherwise except with the written permission of the Manager / Principal of the College.
7. This appointment is for a fixed period of one academic year from June 09, 2021 and the same is renewable subject to satisfactory performance. However his/ her appointment will be reviewed after one year of assessment of his/ her performance and suitability. The appointment can be terminated by either party by giving one month's notice or one month's pay in lieu thereof.
8. His/ her workload will adhere to the timetable given at the time of appointment.
9. He/ she shall work as member of a team of teachers who are committed to the cause of student development.
10. He/ she shall be free to offer training and consultancy as per the guidelines specified by the College from time to time.
11. The general code of conduct applicable to all other faculty members of the College shall also be applicable to this appointment.
12. In addition to his scheduled teaching, his/ her duties shall also include any other duties assigned from time to time.



Signature of the Principal

Dr. SUDHA VARGHESE
Principal - in-charge
Mar Thoma College for Women
Perumbavoor - 683 542

Sudha Varghese

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

