

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust®, Udupi)

Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi
Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka
Vishwothamanagar, Bantakal - 574115, Udupi District, Karnataka



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 085 /2020-21

Date: 28/08/2020

Dr. C K Manjunath

3-189B, Manthana

Near Hanuman Garage

Chitpady, Udupi – 576101

Cell: 9742503226

Email ID: ckmanju74@gmail.com

Dear Sir

Sub: Offer of Appointment as Student Welfare Officer (SWO) at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the interview held on 27-12-2019

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Student Welfare Officer under the following terms and conditions.

1. You will be allowed the gross salary of Rs. 60,000/- (Rupees sixty thousand only) per month. The annual increment is 3% of your gross salary every year based on the performance.

Other benefits:

- Employees Provident Fund (EPF) as per rules
 - Medical Insurance/Rural Accidental Benefit Insurance, as per norms
 - Facility to attend conferences, Seminars, workshops and training programs
2. In addition to your service as SWO, you are also required to shoulder the following responsibilities:
 - a. Teaching first year students in Chemistry department for 4 periods in a week.
 - b. Associates with Training & placement, Execute placement training to the students effectively.
 3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.

Principal

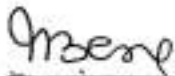
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

Continued on page 2

4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.
6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. Your increments, promotion etc., will purely depend upon your performance, efficiency, regular attendance, sense of discipline, loyalty and good behavior and upholding SMVITM values.
8. At the time of reporting for duty, You are required to produce all supporting certificates in original (education, date of birth and experience etc.) Aadhaar Card & Pan Card for verification to the undersigned along with four pass port size photographs.
9. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and also serve as faculty member in the department of Chemistry.
10. It is the policy of the college that any resignation/relieving is allowed only at the end of even semester.
11. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms. You are required to report for duty on 28 August 2020.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely

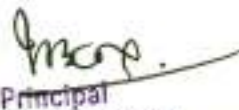


Dr. Thirumaleshwara Bhat
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115

Approved by Secretary

Accepted.
Gurujithu
28/8/2020



SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115

DUTY JOINING REPORT FOR FACULTY

Full Name : C.K. Manjunath
 Father's/Husband's Name : C.N. Krishna Murthy
 Mother's Name : Shasoolha
 Religion: Hindu Caste: Bachmin Sub caste: -
 Whether belonging to SC/ST/BC- Cat-I, 2A, 2B, 3A, 3B /others: -
 Name of the position to which appointed: SWO Department: Chemistry
 Appointment Order Reference: SMVITM/HR/86/2020 Dated: 28-08-2020
 Scale of Pay: 60,000/- PAN AKHPM4599F Adhar Card No. 3722 7764 6393
 Voter ID card No. AFC0218578 → AKHPM4599F

Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No	Qualification	Year of Passing	Name of the College	University	% of marks /CGPA	Mode Regular/Part time
1	UG: B.Sc	1994	Govt. college	Bang. Univ.	64%	Regular
2	PG: MA	2000	KSOU, Mysore	KSOU Mysore	50%	+ Open Regular (part)
3	PhD (integrated) M.S + PhD	1998	IITsc, MIT	IITsc, MIT	83%	Regular
4	Additional qualifications(if any): B.Ed	2012	St. Ann's College IGNOU	IGNOU	82%	Regular + open

Specialization: PG/Ph.D: Application of Neural Networks on Biomedicine

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	Principal, Professor	2000 - 2020	Vidyodaya, Yemloya, Sahyadri, KSHIM, Vivekananda
Industry	-	-	-
Research	-	-	-

Date of Birth : 21 / 05 / 1974

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 28 / 08 / 2020 Forenoon / Afternoon

Permanent Address:

Present Address (Address for communication)

C.K. Manjunath
3-189B, Manthana, Near

C.K. Manjunath
3-189B, Manthana, Near Hanuman

Hanuman garage, Chitpady,

Principal
SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi

Udupi Pin: 576101

Udupi Pin: 576101

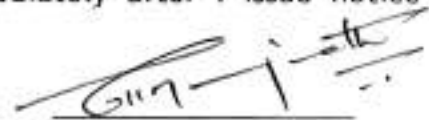
Email ID: ckmanju74@gmail.com

MOB: 9742503226

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

Date: 28.8.2020



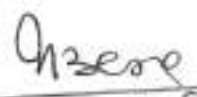
Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 28/08/2020 (Forenoon/Afternoon) ✓


Signature and seal of HOD
DEPARTMENT OF CHEMISTRY
Shri Madhwa Vadiraja Institute of
Technology & Management
BANTAKAL - 574 115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115


Signature and seal of Principal
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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SMVITM

Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D., MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 2022/089

20 June 2022

Dr. C K Manjunath

3-189B, Manthana

Near Hanuman Garage

Chitpady, Udupi - 576101

Cell: 9742503226

Email ID: ckmanju74@gmail.com

Dear Dr. C K Manjunath

Sub: Appointment letter as Training & Placement Officer with additional responsibility of Student Welfare Officer at Shri Madhwa Vadiraja Institute of Technology & Management, Bantakal, Udupi District.

With reference to the above, Shri Madhwa Vadiraja Institute of technology & Management is pleased to offer you the post of Training & Placement Officer & additional responsibility of SWO with following additional terms & conditions w.e.f. 13 June 2022.

You will be allowed the consolidated salary of Rs. 80,000/- per month (Rupees Eighty Thousand only) you are entitled to get annual increment as per institution norms. Other benefits and terms & conditions are as per the appointment order issued on 28-08-2020

Yours sincerely

Dr. Thirumaleshwara Bhat
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Received
Gita
20/6/22

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI SODE VĀDIRAJA MUTT EDUCATION TRUST^(R)

Bhoovaraha Complex, Car Street, Udupi - 576 101

Phone : 0820 - 4294006

To

Ms. Subbulakshmi N Karanth

Kodapadi, Gujjadi, Kundapura Tq

Dear Ms Subbulakshmi Karanth

Sub: Teaching Faculty positions – appointment offer.

With reference to the interview you attended on 17-04-2010 we are pleased to offer you the position of Sr. Lecturer in the Department of Chemistry in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs.10000 in the pay-scale 10000-325-15200

You will be paid a total allowance of 130 per cent of the basic salary.

You will be entitled to P. F. as per norms

You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on 1 August, 2010 (tentative)

If you are agreeable to the above-listed terms, you may return the copy of this letter, indicating your acceptance.

Detailed appointment letter, along with service rules, will be issued in due course.


Date: 28-04-2010

For Shri Sode Vadiraja Mutt Education Trust^(R)

I hereby accept your offer.


Subbulakshmi N Karanth
(Signature, Name and date)


Secretary
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwohama Nagar, Udupi Dist.
BANTAKAL - 574 115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwohama Nagar, Udupi Dist.
BANTAKAL - 574 115

From

Subbulakshmi N Karanth
Karanth Compound,
Kodapadi
Kundapur

To

The Principal
Shri madhwa Vadiraja Institute of Technology
and management
Bantakal Udipi

Respected Sir,


Subject: Joining report for the duty
with reference to the appointment letter
dated on 26-06-2010. I here by reporting for
the duty at the collage premises on 07-07-2010

Thank you.

Date: 07-07-2010

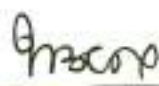
Place: Udipi

Yours faithfully


07/07/10
(Subbulakshmi N Karanth)



Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udipi Dist.
BANTAKAL - 574 115



Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udipi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology and Management

(A Unit of Shri Sode Vadiraja Mutt Education Trust*)

Vishwothama Nagar, Bantakal - 574 115, Udupi District, Karnataka, INDIA

Ref: SMVITM/2012-13/367

1 March 2013

Ms. Subbulakshmi N Karanth
Assistant Professor (Senior)
Dept of Chemistry
SMVITM, Bantakal - 574 115

Dear Ms. Subbulakshmi N Karanath

Sub: 6th Pay scale Implementation; Removal of Anomalies:

As per your qualification and experience, you will be promoted in to Assistant Professor (Senior) scale of 18600-39100 + AGP 7000 with the appropriate fitment of Rs. 18,600 (Rupees Eighteen thousand Six hundred only) as pay in the pay band.

You are required to produce the copy of the experience certificates for the service rendered at various other Institutions/organizations prior to joining SMVITM for Institutional record purpose.

With best wishes

Prof. Dr. Radhakrishna S Aithal
PRINCIPAL

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Received.
A. Aithal
02/03/2013

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 537/2022-23

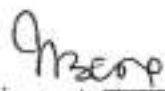
November 24, 2022

Dr. Subbulakshmi N Karanth

Sub: Promotion as Associate Professor in the department of Chemistry

The management is pleased to promote you to the Associate Professor cadre with effect from 25 November 2022. You are requested to discharge your duties to the best of your ability and satisfaction of the management. You are eligible to draw Rs. 37,400/- (Basic Salary) + 9000/- (AGP) along with DA and research allowance as per the institute norms. You are requested to discharge the duties to the best of your ability and satisfaction of the management. Also the management may assign some additional responsibility in future and you are required to accept the responsibilities and contribute immensely towards the growth of the institute.

Wishing you all the very best and anticipating excellent cooperation and support from you end


Dr. Thirumaleshwara Bhat



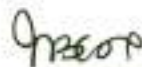
To:

Dr. Subbulakshmi N Karath
Associate Professor
Department of Chemistry
SMVITM, Bantakal

C.C To: 1. Office Superintendent

2. HR – Personal File

3. Basic Science Office



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

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SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D., MISTE

PRINCIPAL

Ref: SMVITM/HR/2022/549

21 November 2022

Dr. Subbulakshmi N Karanth

Assistant Professor Senior

Department of Chemistry

Shri Madhwa Vadiraja Institute of Technology and Management

Bantakal - 574 115

Dear Sir


SUB: APPOINTMENT AS Head of the Department (HoD)

Ref: Discussion held with Hon Secretary on 14 November 2022

By the directions of our management, I am pleased to appoint you as Head of the Department chemistry at Shri Madhwa Vadiraja Institute of Technology and Management w.e.f 21 November 2022 until further orders. There is no additional incentive/wages for this post at present. However the management may consider sanctioning incentive/additional allowance in future based on your performance.

Keeping in mind that the Institution is service oriented & established to serve the humanity, the management of the Institution expects you to devote whole time attention and energy in the discharge of the duties which include the following:

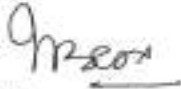
- To assign duties and co-ordinate with the teaching and non-teaching staff of the department for smooth function of conduction of academic, co-curricular and extracurricular activities of the department.
- To present the department budget/requirements to the Principal
- To ensure the best delivery of courses (both theory and practical) by the staff members
- To ensure proper CIE system in the department
- To motivate faculty members to submit research proposals to various funding agencies such as AICTE, DST..etc and completing them in time successfully
- To organize need based workshops/seminars/training programs/industry visits etc both for staff and students from time to time
- To invite experts from Industry and Academic Institutions and arrange interaction/guidance to students
- To properly guide the students for career opportunities


SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Apart from the above, you will cooperate with the management in maintaining a high standard of integrity and morals while you are in the service of the Institution. You will report to the Principal in the discharge of your duties and refer any problems, which you may encounter in your work. However you can appeal to the Secretary if you are denied a fair chance of hearing about the problem.

CONGRATULATIONS

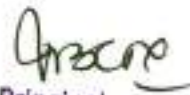
With best wishes



Dr. Thirumaleshwara Bhat

PRINCIPAL Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Copy to Secretary/Vice Principal/Trust/Office Supdt/File
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI SODE VĀDIRAJA MUTT EDUCATION TRUST®

Bhoovaraha Complex, Car Street, Udupi - 576 101

Phone : 0820 - 4294006

To

Mrs. Raviprabha K

"Sushma" Indrali Temple Road, Indrali

Dear Mrs Raviprabha

Sub: Teaching Faculty positions – appointment.

With reference to the interview you attended on 17-04-2010 we are pleased to offer you the position of Lecturer in the Department of Chemistry in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs.8275 in the pay-scale 8000-275-13500.

You will be paid a total allowance of 130 per cent of the basic salary (120% DA + 10% HRA).

You will be entitled to P. F. as per norms

You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

In case you wish to quit the job, you will have to give one month's notice during probation and three months' notice after confirmation in service. However, you are not permitted to quit in the middle of a semester.

You are required to report for duty on 1 July, 2010.

Date: 26-06-2010

Secretary

Shri Sode Vadiraja Mutt Education Trust®

Principal

Princpal
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

From

Raviprabha K.
w/o Prakash B.
'Sushma' Indrali temple road
Indrali, Udupi

To

The Principal
Shri Madwa Vadiraja Institute
of Technology and Management
Bantakal.

Respected Sir,

Subject: Joining Report for the duty

With reference to the appointment letter dated
26.6.2010, I hereby report for the duty at the college
premises.

Thanking You.

Yours faithfully

Place: Udupi

Date: 6.7.2010

Inscop

Principal

SHRI MADHVA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathma Nagar, Udupi Dist.
BANTAKAL - 574115

Rav

(Raviprabha K.)

Principal

SHRI MADHVA VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwathma Nagar, Udupi Dist.

BANTAKAL - 574115

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SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/ 721 /2022-23

March 04, 2023

PROMOTION ORDER

On considering her degree of Doctor of Philosophy (Ph.D.), Dr. Raviprabha K, Assistant professor (Sr.), department of Chemistry is promoted as **Assistant Professor (Selection Grade)** with effect from 1 March 2023.

Her basic salary is fixed at Rs. 27,155/- in the pay band /scale of Rs. 22320-39100 + AGP Rs. 8000 with admissible allowance as per norms and she has been sanctioned Research Allowance of 5%.

Expecting sincere and dedicated services in the days to come, in the best interest of the institute and its credibility.

Your next increment will be on 1 August 2023.


PRINCIPAL



To:

Dr. Raviprabha K
Asst. Professor (SG.)
Department of Chemistry
SMVITM, Bantakal

Copy to:

- 1) HOD- Chemistry
- 2) Office Superintendent
- 3) H R- Personal file

Received

(Raviprabha-K)


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Prof. Dr. Radhakrishna S. Aithal
BE, M.Tech., Ph.D., FIE, MIEEE, MISTE
PRINCIPAL

Ref: SMVITM/HR/ 705 /2014-15

October 14, 2014

OFFICE ORDER

Ref: Application Dated: 23/07/2014

On considering her past experience, (Dr.) Raviprabha K, Assistant Professor, Chemistry department is promoted as Assistant Professor (Senior) with effect from 01 October 2014.

Her basic salary is fixed at Rs. 20,140 in the pay band of Rs.18,600-39,100 plus AGP of Rs. 7,000 per month.

Her next date of increment will be on 01 October 2015.


PRINCIPAL



To:
(Dr.) Raviprabha K
Asst. Professor (Sr.)
Department of Chemistry
SMVITM, Bantakal

Copy to:

- 1) Dean (Academics)
- 2) HOD- Chemistry Department
- 3) Finance Executive / Office Superintendent
- 4) H R- Personal file

Recieved Rao 15/10/14
(Raviprabha K)


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/560/2022-23

December 10, 2022

Ms. Archana S

Puriya House, Malady Village

Punjalkatte P.O, Belthangady

D.K - 574233

Cell: 9844142590

email: archanasbangera05@gmail.com

Dear Archana

Sub: Offer of Appointment as 'Assistant Professor on Contract' at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 05-12-2022.

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant Professor on contract in the Department of Chemistry on the following terms and conditions.

1. Your appointment will be purely on **Contract** basis for Six months from the date of joining
2. You will be allowed a Consolidated Salary of Rs. 18,600/- per month.

Other benefits:

- Employees Provident Fund (EPF) as per rules
 - Medical Insurance/Rural Accidental Benefit Insurance, as per norms
3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.
 4. You will be responsible for your own taxes, which will be deducted, from your salary and/or Other dues.
 5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist

Continued on page 2

6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer (if applicable), Aadhaar Card, Pan Card, in **original** for verification to the undersigned or HOD along with four pass port size photographs.
8. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the Head of the Department of Chemistry.
9. **It is the policy of the college that any resignation/relieving is allowed only at the end of even semester.**
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned. You are required to report for duty on **12/12/2022**, failing which this offer of appointment stands cancelled.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Accepted
12/12/2022

Yours sincerely



Dr. Thirumaleshwara Bhat
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal -574115, Udupi, Karnataka
A Unit of Shri Sode Vadiraja Mutt Education Trust (R), Udupi

DUTY JOINING REPORT FOR FACULTY

Full Name : ARCHANA S
Father's/Husband's Name : SHESHAPPA S
Mother's Name : KAMALAKSHI S
Religion: HINDU Caste: BILLAVA Sub caste: POOJARY
Whether belonging to SC/ST/BC- Cat-I, 2A, 2B, 3A, 3B /Others: QA
Name of the position to which appointed: Assistant Professor Department: CHEMISTRY
Appointment Order Reference: SMNITM/HR/566/2022-23 Dated: 10/12/2022
Scale of Pay: _____ PAN KTRPS0497E Adhar Card No. 2366 9886 0468
Voter ID card No. _____

Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No	Qualification	Year of Passing	Name of the College	University	% of marks /CGPA	Mode Regular/Part time
1	UG:	<u>2020</u>	<u>St. Aloysius College, Mangalore</u>	<u>Audremous</u>	<u>90%</u>	<u>Regular</u>
2	PG:	<u>2022</u>	<u>Mangalore University Mangalagangothi</u>	<u>Mangalore university</u>	<u>8 CGPA</u>	<u>Regular</u>
3	PhD					
4	Additional qualifications(if any):					

Specialization: PG/Ph.D:

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching			
Industry			
Research			

Date of Birth : 05 / 08 / 1999

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 12 / 12 / 2022 Forenoon / Afternoon

Permanent Address:

Puriya House, Malady Village,
Pungalkatte Post,
Belthangady Taluk,

D.K Pin: 574233

Email ID: archanasbangeras@gmail.com

Present Address (Address for communication)

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama V. P. Udupi Dist.
BANTAKAL - 574 115

Mob: _____

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

Date: 12/12/2022



Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 12/12/2022 (Forenoon/Afternoon)



Signature and seal of HOD

Head

DEPARTMENT OF CHEMISTRY
Shri Madhwa Vadiraja Institute of
Technology & Management
BANTAKAL - 574 115



Signature and seal of Principal
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Prof. Dr. Thirumaleshwara Bhat
BE, M.Tech., Ph.D, MISTE
PRINCIPAL

Ref.No: SMVITM/HR/ 167 /2023-24
June 22, 2023

FIXATION ON REGULAR PAY SCALE

On completion of six months service on contract, the salary of Ms. Archana S, Assistant Professor, Department of Chemistry is fixed on regular pay scale (15600-39100). She will be on probation for one & half year from 12/06/2023. Her basic salary is fixed at 15,600/- with effect from 13/06/2023. She is eligible for AGP of Rs. 3000/- and DA 60% of basic +AGP.


PRINCIPAL 

To :

Ms. Archana S
Assistant Professor
Department of Chemistry.
SMVITM, Bantakal

CC:

- 1) HR - for personal file.
- 2) HOD – Chemistry.
- 3) Office Superintendent



Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust®, Udupi)

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat
BE, M.Tech., Ph.D, MISTE
PRINCIPAL

Ref: SMVITM/HR/2024/746

January 03, 2024

RELIEVING ORDER

With reference to her resignation letter, Ms. Archana S, Assistant Professor in Chemistry Department is relieved of her duties on 03/01/2024 after the closing hours.


We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.


PRINCIPAL 

To:
Ms. Archana S
Puriya House, Malady Village,
Punjalkatte P.O,
Belthangady, D.K - 574233

CC:

1. HR- for personal file.
2. Office Superintendent.
3. HOD – Chemistry


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management

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Off : 0820-2589183
Principal : 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Prof. Dr. Radhakrishna S. Aithal

BE, M.Tech., Ph.D., FIE, MIEEE, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 520 /2013-14

Date:15/05/2013

Dr. K. K. Srinivasan N,
Neelambhari, 4/238A
6th cross, 2nd stage, Dasharath Nagar,
Manipal, PIN: 576104. Mob No 9448983295

A.O. / HR.
to file
Radhakrishna
23/5/13

Dear Dr. K K Srinivasan,

Sub: Offer of Appointment as Professor in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 14/05/2013

With reference to the above Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Professor on Contract (Post Retirement Engagement) in the Department of Chemistry on the following terms and conditions.

1. Your appointment will be on **Contract** for **two years** from the date of joining.
2. Your monthly consolidated salary will be Rs 60,000/- (Rupees Sixty Thousand only)
3. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
4. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.
5. At the time of reporting for duty, you are required to produce all the certificates in original (education, date of birth and experience etc.,) for verification to the undersigned or HOD along with four pass port size photographs.
6. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting at the Department of Chemistry
7. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned on or before 27/5/2013. You are required to report for duty on 22/07/2013.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely

Radhakrishna

Dr. Radhakrishna S. Aithal



Accepted
Dear Sir, I gratefully accept the offer of my appointment as professor in Shri Madhwa Vadiraja Inst. of Tech & Mgmt Bantakal. I have understood all the terms and conditions and I can join duty earlier.
Yours Sir

Car Street UDUPI - 574115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal -574115, Udupi, Karnataka
 A Unit of Shri Sode Vadiraja Mutt Education Trust (R), Udupi

DUTY JOINING REPORT FOR FACULTY

Name : DR. K.K. SRINIVASAN
 Father's/Husband's Name : Late Shri. A. KUNHI KRISHNAN NAMBIAR
 Mother's Name : Smt. K.K. Narayani Amma.
 Religion: HINDU Caste: NAMBIAR Sub caste: -
 Whether belonging to SC/ST/BC/Others: No
 Name of the position to which appointed: PROFESSOR Department: CHEMISTRY
 Appointment Order Reference: SMUITM/HR/520 Dated: 15/05/2013
 Scale of Pay: 60000/consolidated PAN AINPS4444E
 Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank/ % of marks/CGPA
1	UG: B.Sc	1969	Kerala	second cl. 56.77
2	PG: M.Sc	1972	AGRA	second 54.31
3	PhD. Chemistry	1986	MYSORE	-
4	Additional Qualifications(if any):	-	-	-

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	PROFESSOR	1974 July 15 th to 2012	Manipal coll of Pharmaceutical sciences
Industry	-	-	-
Research	-	-	-

Date of Birth : 10/05/1949

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 22/07/2013 Forenoon / Afternoon

Permanent Address:
"Neelambari", 6th cross
2nd stage, DASHARATHNAGAR
P.O. Manipal-576104
Karnataka.

Present Address (Address for communication)
"Neelambari", 6th cross
2nd stage, DASHARATHNAGAR
P.O. Manipal. 576104
Karnataka

Ph. No. 9448983295

Principal Ph. No. 9448983295

e-mail ID: pansrini@ykt

0822-2573025



SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Vishwothamanagar, BANTAKAL - 574 115, Udupi, Karnataka, India

Phone : 0820-2589182
: 0820-2589183
Fax : 0820-2589184
E-mail : info@sode-edu.in
Website : www.sode-edu.in

Prof. Dr. Thirumaleshwara Bhat
BE, M.Tech., Ph.D., MISTE
PRINCIPAL

Ref: SMVITM/HR/2020/094
24 August 2020

APPRECIATION LETTER

Dear Dr. K K Srinivasan,

Greetings to you from Dr. Thirumaleshwara Bhat, Principal, SMVITM Bantakal, Udupi

I wish to place on record your dedicated service to SMVITM as Professor & HOD of Chemistry for almost 04 years and then as professor for 03 years.

I am happy that during your service, you have established research culture in the department of chemistry and helped the management to establish University approved research center. Your immense contribution to teaching is very much appreciated.

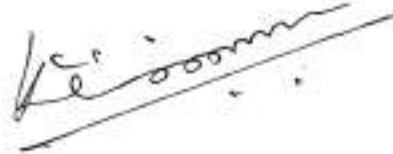
I shall always remember you and wishing a happy retired life. Please do remember me in your prayers.

With Thanks and Regards


PRINCIPAL

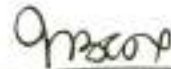


To
Dr. K K Srinivasan,
Professor,
Department of Chemistry,
SMVITM, Bantakal.



CC To:

1. Office Superintendent
2. HR Personal File



Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



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Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Office : 0820-2589183
Principal : 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

Prof. Dr. Radhakrishna S. Aithal

BE, M.Tech., Ph.D., FIE, MIEEE, MISTE

PRINCIPAL

Ref.: SMVITM/HR/2015-16 / 98

15 May 2015

Dr. Reena Kumari P D

AP-25, NITK Faculty Quarters

Srinivas Nagar, Suratkal-575205, D.K.

Cell: 9448942040 Email: kiran_reena@yahoo.com

Dear Reena Kumari,

Sub: Offer of Appointment as **Associate Professor** at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: : Proceedings of the Faculty Selection Committee meeting held on 14/05/2013

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of **Associate Professor** in the department of Chemistry on the following terms and conditions.

1. Your appointment will be on **probation** for **two years** from the date of joining. The Head of the Institution/Faculty Selection Committee will interview on successful completion of your probation for confirmation of your appointment on the basis of recommendations obtained from the respective HOD.
2. You will be allowed the basic pay of Rs. 37,400 (Rupees thirty seven thousand four hundred only) per month in the pay band of Rs. 37,400 - 67000 plus Academic Grade Pay (AGP) of Rs. 9,000 and a total allowance of 55 % of the (Basic pay + AGP) (i.e. DA:44%+HRA:6%+ Additional Allowance: 5%).

Other benefits:

- Employees Provident Fund (EPF) as per rules
- Medical Insurance, as per norms
- Facility to attend conferences, Seminars, workshops and training programs
- Fee concession to children of employees, as per norms
- Research Incentives for executing externally funded research projects
- Research Incentives for Journal publications

You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.

Principle
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothamanagar, Udupi Dist.
BANTAKAL - 574115

Continued on page 2

A.O/HR
for records
21/5/15

4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.
6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. Your increments, promotion etc., will purely depend upon your performance, efficiency, regular attendance, sense of discipline, loyalty and good behavior and upholding SMVITM values.
8. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification, (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer, in original for verification to the undersigned along with four pass port size photographs.
9. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to HOD, Chemistry.
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of having understood and accepting the aforesaid terms and forward to the undersigned on or before 25/05/2015. You are required to report for duty on 13/07/2015.

Welcome to SMVITM family! We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely

Radhakrishna S. Aithal
Dr. Radhakrishna S. Aithal



Reena Kumari
SHRI SUDE VADIRAJA MOTT EDUCATION TRUST
Car Street UDUPI - 574 101
Karnataka

Acknowledgement:

Thank you very much Sir. I have received the appointment order and the terms and conditions of appointment are acceptable to me. I will report for duty on 13/07/2015. Looking forward to join and work with SMVITM Family.

With warm regards,
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vasthathama Nagar, Udipi Dist.
BANTAKAL - 574 115

Yours Sincerely,
Reena Kumari
20/05/15
Dr. Reena Kumari P.D.



DUTY JOINING REPORT FOR FACULTY

Full Name : Dr. Reena Kumasi P. D.
 Father's/Husband's Name : Dr. Kiran K. B.
 Mother's Name : Mrs. Gowamma.
 Religion: Hindu. Caste: Kodava Sub caste: -
 Whether belonging to SC/ST/BC- Cat-1, 2A, 2B, 3A, 3B /Others: -
 Name of the position to which appointed: Associate Prof. Department: Chemistry.
 Appointment Order Reference: SMVIT/HR/2015-16/98 Dated: 15 May 2015
 Scale of Pay: 37400-67000 PAN BYAPP459P Adhar Card No. 2583 1532 6675
 Voter ID card No. LWZ13D1027
 Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No	Qualification	Year of Passing	Name of the College	University	% of marks /CGPA	Mode Regular/Part time
1	UG:	1995	SDM Ujire. M'lore	Mangalore	73	Regular
2	PG:	1998	Mangala Mangalokki	Mangalore	61	Regular
3	PhD	2012	NITK.	NITK.	-	Part-time.
4	Additional qualifications(if any):					
Specialization: PG/Ph.D: <u>Physical Chemistry (Corrosion Inhibition Studies)</u>						

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	<u>lecturer./assf. / prof.</u>	<u>2004 - 2015</u>	<u>GDS/NITK/SSK</u>
Industry	<u>-</u>	<u>-</u>	<u>-</u>
Research	<u>-</u>	<u>3 yrs.</u>	<u>SSK, Mukka.</u>

Date of Birth : 13 / 09 / 1974.

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 13 / 07 / 2015 Forenoon / Afternoon

Permanent Address:

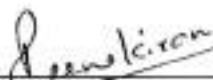
Present Address (Address for communication)

Dr. Reena Kumasi P. D.
AP- 25 NITK Faculty Dtr.
NITK campus, Surathkal.
Srinivasnagar. Pin: 575025
 Email ID: kiran_reena@yahoo.com.

Dr. Reena Kumasi P. D.
AP- 25, NITK Faculty Dtr.
NITK campus, Surathkal.
Srinivasnagar Pin: 575025
 Mob: 9448912040

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.



Signature

Date: 13-07-2015

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 13-07-2015 (Forenoon/Afternoon)




Signature and seal of HOD

Head
DEPARTMENT OF CHEMISTRY
Shri Madhwa Vadiraja Institute of
Technology & Management
BANTAKAL - 574 115



Signature and seal of Principal

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
BANTAKAL - 574 115
UDUPI DIST., KARNATAKA



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Near Udupi Dist.
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/2022/529

25 November 2022

RELIEVING ORDER

With reference to her resignation letter, Dr. Reena Kumari P D, Associate Professor & Head in the Department of Chemistry is relieved of her duties on 25/11/2022 after the closing hours.

We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.


PRINCIPAL 

To:

Dr. Reena Kumari P D

AP-25, NITK Faculty Quarters

Srinivas Nagar, Suratkal-575205, D.K

CC:

1. HR- for personal file.
2. Office Superintendent.
3. HOD – Chemistry Department


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
Bantakal - 574 115



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Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off : 0820-2589183
Principal: 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

SMVITM/2012-13/405

20-03-2013

Dr. Lolita Priya Castelino
W/o Mr. Naval Castelino,
"Morning Star",
Subhasnagar Post-574137.

68

Dear Dr. Lolita Priya Castelino,

Sub: Faculty position – appointment order.

With reference to the interview you attended, on 19-03-2013, we are pleased to appoint you as Assistant Professor in the Department of Mathematics at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms:

Your monthly salary (basic) has been fixed at Rs. 18,320+AGP 6,000.

You will be paid a total allowance of 44 per cent of the basic salary
(38% DA+06%HRA)

You will be entitled to P.F. as per norms.

You will be on probation for Two years from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on or before 01-04-2013.

you are governed by all rules and regulations of SMVITM which may change from time to time.

PRINCIPAL

Prof. Dr. Radhakrishna S Aithal

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

I hereby accept your order

(Signature, Name & Date)

Lolita Priya Castelino
25/03/2013

SHRI SODE VADIRAJA MGT EDUCATION TRUST
Car Street UDUPI - 574101
Karnataka

RECEIVED
VISHWOTHAMA NAGAR, UDUPI DIST.
BANTAKAL - 574115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal -574115, Udupi, Karnataka
 A Unit of Shri Sode Vadiraja Mutt Education Trust (R), Udupi

DUTY JOINING REPORT FOR FACULTY

Name : Dolita Priya Castilino
 Father's/Husband's Name : Naval Francis Castilino
 Mother's Name : Helen Lobo
 Religion: Christian Caste: Roman Catholic Sub caste: _____
 Whether belonging to SC/ST/BC/Others: No
 Name of the position to which appointed: Asst. Professor Department: Mathematics
 Appointment Order Reference: SMVITM/2012-13/405 Dated: 20/03/2013
 Scale of Pay: _____ PAN _____
 Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank/ % of marks/CGPA
1	UG: B.Sc	2003	Bangalore University	77%
2	PG: M.Sc	2005	Madras University	93%
3	PhD	2013	NITK, Surathkal	
4	Additional M.Phil Qualifications(if any):	2007	Alagappa University	62%

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	Lecturer	08/06/05 - 09/02/07	Mount Carmel College, Bangalore
Industry	TGT	31/05/07 - 30/09/08	Little Rock Indian School Brahmanavar.
Research	SAF & JRF	01/10/2008 - 30/09/2011	NITK, Surathkal

Date of Birth : 31 / 03 / 1983

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 01 / 04 / 2013 Forenoon / Afternoon

Permanent Address:

"Morning Star"
Subhasnagar Post
Udupi Tq & Dist - 574137

Present Address

"Morning Star"
Subhasnagar Post
Udupi Tq & Dist - 574137

[Signature]
 Principal

SHRI MADHVA VADIRAJA
 INSTITUTE OF TECHNOLOGY & MANAGEMENT
 Vishwothama Nagar, Udupi Dist
 BANTAKAL - 574 115

Ph. No. 0820-2002405/9741968818

e-mail ID: D.lolita@yahoo.com

Ph. No. 9741968818/0820-2002405

Mob: _____

Shri Madhwa Vadiraja Institute of Technology and Management

(A Unit of Shri Sode Vadiraja Mutt Education Trust®)

Vishwothama Nagar, Bantakal - 574 115, Udupi District, Karnataka, INDIA

Prof. Dr. Radhakrishna S. Aithal

BE, M.Tech., Ph.D., FIE, MIEEE, MISTE

PRINCIPAL

Ref: SMVITM/HR/

/2014-15 | 265

May 22, 2014

OFFICE ORDER

On considering her Ph.D qualification and past experience, Mrs Lolita Priya Castelino, Assistant Professor and HOD, Mathematics department is promoted as Assistant Professor (Senior) with effect from 1 April 2014.

Her basic salary is fixed at Rs. 19,370 in the pay band of Rs.18,600-39,100 plus AGP of Rs. 7,000 per month. The above fitment includes one additional increment to compensate her annual increment, which was due on 01 April 2014.

Her next date of increment will be on 01 April 2015.


Principal 

To:

Dr Lolita Priya Castelino
Asst. Professor (Sr) and HOD
Department of Mathematics
SMVITM, Bantakal

Received


22/5/14

[Dr. Lolita Priya Castelino]

Copy to:

- 1) Dean (Academics)
- 2) Finance Executive / Office Superintendent
- ✓ HR- Personal file



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar, Udupi Dist.

BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology and Management
(A Unit of Shri Sode Vadiraja Mutt Education Trust®)
Vishwothama Nagar, Bantakal – 574 115, Udupi District, Karnataka, INDIA

Prof. Dr. Radhakrishna S. Aithal
BE, M.Tech., Ph.D., FIE, MIEEE, MISTE
PRINCIPAL

Ref: SMVITM/HR/ 164 /2015-16
June 5, 2015

OFFICE ORDER

Ref: Application Dated: 08/04/2015

On considering her qualification and experience, Dr. Lolita Priya Castelino, Assistant Professor (Senior), Mathematics department is promoted as Associate Professor with effect from 01 July 2015.

Her basic salary is fixed at Rs. 37,400 in the pay band of Rs. 37,400 - 67000 plus Academic Grade Pay (AGP) of Rs. 9,000

Her next date of increment will be on 01 July 2016.

Radhakrishna S. Aithal
PRINCIPAL



To:
Dr. Lolita Priya Castelino
Associate Professor
Mathematics Department
SMVITM, Bantakal

Copy to:

- 1) Dean (Academics)
- 2) HOD- Mathematics Department
- 3) Finance Executive / Office Superintendent
- 4) H R- Personal file

Received
Priya
07/06/15

Green
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI SODE VĀDIRAJA MUTT EDUCATION TRUST®

Bhoovaraha Complex, Car Street, Udupi - 576 101

Phone : 0820 - 4294006

To

Ms. Renita Sharon Monis

Kolalgiri post

Udupi 576105

Dear Ms. Renita Sharon Monis

Sub: Teaching Faculty positions – appointment offer.

With reference to the interview you attended on 17-04-2010 we are pleased to offer you the position of Lecturer in the Department of Maths in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

- # Your monthly salary (basic) has been fixed at Rs.8550 in the pay-scale 8000-275-13500.
- # You will be paid a total allowance of 130 per cent of the basic salary.
- # You will be entitled to P. F. as per norms.
- # You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.
- # You are required to report for duty on 1 August, 2010 (tentative)

If you are agreeable to the above-listed terms, you may return the copy of this letter, indicating your acceptance.

Detailed appointment letter, along with service rules, will be issued in due course.

Date: 28-04-2010

For Shri Sode Vadiraja Mutt Education Trust®


Secretary

I hereby accept your offer.


(Signature, Name and date)


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Temple, Udupi Dist.
BANTAKAL - 576105

Renita S. Monis
c/o CELINE COTTAGE
Kotalgeri Post
Udupi - 576105

The Principal
Sri Madhwa Vadiraja Institute
of Technology and Management
Bantakal

Respected Sir,

Sub : Joining report

With reference to the appointment
letter dated 25-06-2010, I here by
report for the duty at college premise
on 2-08-2010.

Thanking You.

Yours Faithfully
Renita.

D : 20/07/2010

P : Bantakal


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115



Shri Madhwa Vadiraja Institute of Technology & Management

A unit of Shri Sode Vadiraja Mutt Education Trust (R)
Affiliated to the Visvesvaraya Technological University, Belgaum
Approved by AICTE, New Delhi and Recognized by Govt. of Karnataka

Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off : 0820-2589183
Principal: 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

Ref No

Date 30-11-2011

To,

Renita Sharon Monis

Dept. of Mathematics

SMVITM, Bantakal, Udupi.

Re,

Sub: Promotion order-reg

Inresponse to your request letter dated 28-11-2011, Management is pleased to promote you as Senior Lecturer in the Department of Mathematics with effect from 19-08-2011 (Monitory benefit with effect from 01-12-2011).

* Your monthly salary (basic) has been fixed 10,000 in the scale of 10,000-325-15,200

* You will be paid a total allowance of 140 percent of the basic salary (130% DA+10% HRA)

*As a senior faculty, Management expects your total involvement in the development of the institution as a premier institution in Technical education.

* All other terms & conditions mentioned in your appointment letter dated 28-04-2010 remain unchanged.

*You are governed by all rules & regulations of SMVITM which may change from time to time.



PRINCIPAL

(Dr. Mohandas Bhat S.)





Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology and Management

(A Unit of Shri Sode Vadiraja Mutt Education Trust*)

Vishwothama Nagar, Bantakal - 574 115, Udupi District, Karnataka, INDIA

Prof. Dr. Radhakrishna S. Aithal
BE, M.Tech., Ph.D., FIE, MIEEE, MISTE
PRINCIPAL

Ref: SMVITM/HR/ 199 /2015-16

June 19, 2015

OFFICE ORDER

Ref: Application Dated: 18/06/2015

On considering her experience, Ms. Renita Sharon Monis, Assistant Professor, Mathematics department is promoted as Assistant Professor (Senior) with effect from 01 August 2015.

Her basic salary is fixed at Rs. 20,140/- (Rupees Twenty Thousand One Hundred Forty only) in the pay band of Rs.18, 600-39,100 plus AGP of Rs. 7,000 per month.

Her next date of increment will be on 01 August 2016.

Best Wishes,
Radhakrishna
PRINCIPAL



To:

Ms. Renita Sharon Monis
Asst. Professor (Sr.)
Mathematics Department
SMVITM, Bantakal

Received
Monis
20/06/2015

Copy to:

- 1) Dean (Academics)
- 2) HOD- Mathematics Department
- 3) Finance Executive / Office Superintendent
- 4) H R- Personal file

Pracop

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust[®], Udupi)

Accredited by NBA | Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi

Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/ 045 /2022-23

April 24, 2023

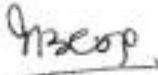
PROMOTION ORDER

On considering her degree of Doctor of Philosophy (Ph.D.), Dr. Renita Sharon Monis, Assistant professor (Sr.), department of Mathematics is promoted as **Assistant Professor (Selection Grade)** with effect from 1 April 2023.

Her basic salary is fixed at Rs. 27,155/- in the pay band /scale of Rs. 22320-39100 + AGP Rs. 8000 with admissible allowance as per norms and she has been sanctioned Research Allowance of 5%.

Expecting sincere and dedicated services in the days to come, in the best interest of the institute and its credibility.

Your next increment will be on 1 August 2023.


PRINCIPAL



To:

Dr. Renita Sharon Monis
Asst. Professor (SG.)
Department of Mathematics
SMVITM, Bantakal

Copy to:

- 1) HOD- Mathematics
- 2) Office Superintendent
- 3) H R- Personal file





Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Sode Vadiraja Mutt Education Trust (R)

Bhoovaraha Complex, Car Street, Udupi - 576 101

Phone 0820-4294005 | Fax 0820-4294006 | E-mail: edu@trust@sodevadirajamutt.org | Website: sode.edu sodevadirajamutt.org

Ref. No.

Date 29-07-2011

To

Mrs. Bhagyalakshmi Navada
W/o. B. Laxmikantha Navada
"Shri Vishnu", Near Suryodaya Agency
Kinnimulky, UDUPI-576101

69

Dear Mrs. Bhagyalakshmi Navada

Sub : Teaching faculty positions – Appointment Order.

Ref : Our Offer Letter, dated 19-04-2011

With reference to the above, we are pleased to appoint you as Senior Lecturer in the Department of Mathematics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs. 10,325 in the pay scale of 10,000-325-15200.

You will be paid a total allowance of 140 per cent of the basic salary (130% L.A. + 10% HRA)

You will be entitled to P.F., as per norms.

You will be on Probation for ONE YEAR from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

In case you wish to quit the job, you will have to give one month's notice during probation and three month's notice after confirmation in service. However, you are not permitted to quit in the middle of a semester.

You are required to report for duty on August 1st, 2011.

For Shri Sode Vadiraja Mutt Education Trust (R).

copy received
Princip

Princip

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574115

Secretary

SECRETARY
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574115

Place: Bantakal

Date: 01-08-2011

To,

Bhagyalaxmi Navada

Senior Lecturer

Mathematics Dept

To,

The Principal

SMVIT

Bantakal

Respected Sir

Sub: Reporting to the duty

With reference to the above, I am reporting to the duty on 01-08-2011 forenoon with reference to the offers letters given to me. kindly grant me permission to join the duty and oblige.

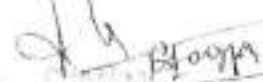
Thanking You,

Yours faithfully



Principal

SHRI MADHYA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574115



SHRI MADHYA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574115



SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothamanagar, BANTAKAL - 574 115, Udupi, Karnataka, India

Phone : 0820-2589182
: 0820-2589183
Fax : 0820-2589184
E-mail : info@sode-edu.in
Website : www.sode-edu.in

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/ 390 /2019-20

October 23, 2019

PROMOTION ORDER

On considering the performance, eligibility and experience Ms. Bhagyalaxmi Navada, Assistant professor, Mathematics department is promoted as **Assistant Professor, Senior** with effect from 1 August 2019. Her basic salary is fixed at Rs. 25,445/- in the pay band /scale of Rs. 18600-39100 + AGP Rs. 3000 with admissible DA and HRA as per norms. Applicable AGP for Assistant Professor (Sr.) will be considered on her registration for Ph.D.

Next date of increment will be on 01 August 2020

Expecting sincere and dedicated services in the days to come, in the best interest of the institute and its credibility.

Anzore
PRINCIPAL



To:

Ms. Bhagyalaxmi Navada
Asst. Professor (Sr.)
Mathematics Department
SMVITM, Bantakal

Copy to:

- 1) HOD- Mathematics Dept.
- 2) Office Superintendent
- 3) H R- Personal file

Received
Anzore

Anzore

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management

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Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off : 0820-2589183
Principal : 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

To
Dhanyashree Vinay
"Sucheta"
2nd main, V.P. Nagar
Kunjibettu post
UDUPI - 576 101

Date: 14/12/2011

Dear Mrs. Dhanyashree,

Sub: Teaching faculty positions - appointment order.

With reference to the interview you attended on 11-12-2011 we are pleased to appoint you as Lecturer in the Department of Mathematics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs. 8000 in the pay scale 8000-275-13500.

You will be paid a total allowance of 140 per cent of the basic salary (130% DA+10%HRA)

You will be entitled to P.F. as per norms.

You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on or before 16-01-2012.

you are governed by all rules and regulations of SMVITM which may change from time to time.

I hereby accept your order

Dhanyashree
14-12-2011
(Signature, name, date)

Prasoon
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar Udupi Dist.
BANTAKAL - 574 115

Mohandas
PRINCIPAL 14/12/2011
(DR. MOHANDAS BHAT S.)

16-01-12

Principal
Shri Madhwa Vadiraja Institute of Technology &
Management

Vishwothama Nagar,
Bantakal,
Udupi.

From,

Dhanyashree Vinay

'Sucheta'

2nd main, 3rd cross,

Manipal,

Udupi.

Respected Sir,

I'm joining for the post of
Mathematics lecturer in your college. I'd really
try my level best to fulfill your requirements
regarding this post. Thank you very much
for the job once again.


Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Yours obediently,
Dhanyashree



Prof. Dr. Thirumaleshwara Bhat
BE, M.Tech., Ph.D, MISTE
PRINCIPAL

Ref No: SMVITM/HR/2023/758

25 March 2023

RELIEVING ORDER

With reference to her resignation letter, Ms. Dhanyashree Vinay, Assistant Professor in the Department of Mathematics is relieved of her duties on 25 March 2023 after the closing hours.

We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.


PRINCIPAL



To:
Ms. Dhanyashree Vinay
"Sucheta"
2nd Main, V P Nagar
Kunjibettu Post, Udupi - 576101

Received,
Dhanyashree



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management

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Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Office : 0820-2589183
Principal : 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

Prof. Dr. Radhakrishna S. Aithal

BE, M.Tech., Ph.D., FIE, MIEEE, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 248 /2014-15
May 22, 2014

Ms. Nisha Reena Nazareth,
Nancy Nilaya, Innanje Post,
Udupi Dist.
Ph.No: 9164370482

Dear Nisha,

Sub: Offer of Appointment as Assistant Professor in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 14/05/2014

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant Professor in the Department of Mathematics on the following terms and conditions.

1. Your appointment will be on **probation** for two years from the date of joining. The Head of the Institution/Faculty Selection Committee will interview on successful completion of your probation for confirmation of your appointment on the basis of recommendations obtained from the respective HOD.
2. You will be allowed the basic pay of Rs 15600/- (Rupees Fifteen Thousand Six Hundred only) per month in the pay band of Rs 15600-39100 plus Academic Grade Pay (AGP) of Rs 3000 and a total allowance of 50 % of the basic pay plus AGP. (DA 44% + HRA 6%).

Other benefits:

- Employees Provident Fund (EPF) as per rules
- Medical Insurance/Rural Accidental Benefit Insurance, as per norms
- Facility to attend conferences, Seminars, workshops and training programs
- Study leave/Sponsorship to higher studies, as per norms
- Fee concession to children of employees, as per norms
- Research Incentives for executing externally funded research projects
- Research Incentives for Journal publications

3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.

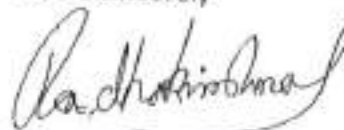

-Principal

Continued on page 2

4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.
6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. Your increments, promotion etc., will purely depend upon your performance, efficiency, regular attendance, sense of discipline, loyalty and good behavior and upholding SMVITM values.
8. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer (if applicable), in original for verification to the undersigned or HOD along with four pass port size photographs.
9. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the Head of the Department of Mathematics.
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned on or before 31/05/2014. You are required to report for duty on 14/07/2014, failing which this offer of appointment stands cancelled.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.


Yours sincerely


Dr. Radhakrishna S. Aithal



Accepted


26/5/14


Shri Sude Matha Math Education Trust
Shri Chaitanya Matha, Vadiraja Road
Garshree UDUPI - 574 115
Phone - 0820 - 4214025. Tel Fax: 08 20 - 4244706


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
EANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal - 574115, Udupi, Karnataka
A Unit of Shri Sode Vadiraja Mutt Education Trust (P), Udupi

DUTY JOINING REPORT FOR FACULTY

Name : Nisha Reena Nazareth
 Father's/Husband's Name : Stephen Nazareth
 Mother's Name : Eliya Nazareth
 Religion: Christians Caste: R.C Sub caste: —
 Whether belonging to SC/ST/BC/Others: OBC
 Name of the position to which appointed: Ast Prof Department: Mathematic
 Appointment Order Reference: SMVITM/HR/248/2014 Dated: 22-5-2014
 Scale of Pay: 15600-3900 - (15600+3000) PAN AKBPN3522F
 Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank/ % of marks/CGPA
1	UG: B.Sc	2010	Mangaluru University	78%
2	PG: M.Sc.	2012	Mangaluru University	82.3%
3	PHD	—	—	—
4	Additional Qualifications(if any):	—	—	—

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	<u>Asst. Prof.</u>	<u>2012 - 2014</u>	<u>Mangaluru Mariam College</u> <u>Sahyadri College of Enfgg.</u>
Industry			
Research			

Date of Birth : 26 / 07 / 1989

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 14 / 07 / 2014 Forenoon / Afternoon

Permanent Address:

Nancy Nilaya
Innanje Post
Udupi Dist

Present Address: **SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT**

Nancy Nilaya
Innanje Post
Udupi Dist

Ph. No. 9164370482

Ph. No. 0820 - 2009193

e-mail ID: nazareth_reena@vsnl.in Mob. 9111 2201 09

Prasoon
Principal

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

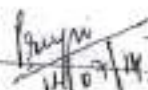
Date: 14/7/14

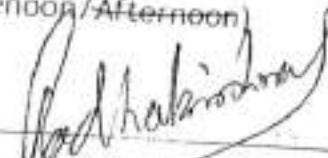

Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 14/07/14

(Forenoon/Afternoon)


Signature and seal of HOD
Head


Signature and seal of Principal

DEPARTMENT OF MATHEMATICS
Shri Madhwa Vadiraja Institute of
Technology & Management

BANTAKAL - 574 115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust®, Udupi)

Accredited by NBA | Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi

Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 228 /2022-23

August 23, 2022

Ms. Kavyalaxmi

H.No: 2-342 (2)

"Shri Devi", Marpalli

Temple Road, Korangrapady

Udupi -574118

Dear Ms. Kavyalaxmi

Sub: Offer of Appointment as 'Assistant Professor' at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 23/05/2022.

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant Professor in the Department of Mathematics on the following terms and conditions.

1. Your appointment will be on **probation** for **two years** from the date of joining. The Head of the Institution/Faculty Selection Committee will interview on successful completion of your probation for confirmation of your appointment on the basis of recommendations obtained from the respective HOD
2. You will be allowed the basic pay of Rs. 19,800/- (Rupees Nineteen Thousand Eight Hundred only) per month in the pay band of Rs 15600-39100 plus Academic Grade Pay (AGP) of Rs 6000/- and a total allowance of 60 % of the basic pay plus AGP.

Other benefits:

- Employees Provident Fund (EPF) as per rules
 - Medical Insurance/Rural Accidental Benefit Insurance, as per norms
3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.
 4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
 5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar, Udupi Dist.

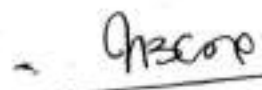
BANTAKAL - 574 115

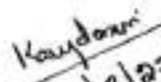
Continued on page 2

6. The Management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer (if applicable), Aadhaar Card, Pan Card, in original for verification to the undersigned or HOD along with four pass port size photographs.
8. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the Head of the Department of Mathematics.
9. It is the policy of the college that any resignation/relieving is allowed only at the end of even semester
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned. You are required to report for duty on 29/08/2022, failing which this offer of appointment stands cancelled.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely


Dr. Thirumaleshwara Bhat
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115


Kaundhari
25/8/22


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal -574115, Udupi, Karnataka
A Unit of Shri Sode Vadiraja Mutt Education Trust (R), Udupi

DUTY JOINING REPORT FOR FACULTY

Name : KAVYALAXMI UPADHYAYA
Father's/Husband's Name : KRISHNARAJA UPADHYAYA G
Mother's Name : _____
Religion: Hindu Caste: Brahmin Sub caste: Madhwa
Whether belonging to SC/ST/BC/Others: -
Name of the position to which appointed: Assistant professor Department: Mathematics
Appointment Order Reference: SMVITM/HR/228/2022-23 Dated: 23.08.2022
Scale of Pay: 15600 - 39100 PAN ACVPU 5382Q
Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank / % of marks/CGPA
1	UG: BSc. (Physics, Chem, Math)	2009	Mangalore University	80%
2	PG: MSc. (Applied Mathematics)	2011	Manipal University	7.18 (CGPA)
3	PhD (Pursuing)			
4	Additional Qualifications(if any):			

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	Assistant professor	05-07-2011 to 25-07-2019	SDIT, Mangalore, SMVITM NCET, Bangalore
Industry			
Research			

Date of Birth : 05/07/1988

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 29/08/2022 Forenoon / Afternoon

Permanent Address:

"SRIDEVI"

H. no. 2-3H9(2), 2nd main

Marfalli Mahalingeshwara temple road,

Ketangrapady Post, Udupi - 574118

Ph. No. 98449406181/9844743454

e-mail id: kavyalaxmi@gmail.com

Present Address (Address for communication)

Ph. No. _____

Mob: _____

- Same as

Principal

SHRI MADHWA VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar, Udupi Dist.

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay, for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

Date: 29.08.2022

Karjoram

Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 29.08.2022

(Forenoon/Afternoon)

Diga
29/08/22
Signature and seal of HOD

Prasanna
20/8/2022
Signature and seal of Principal

DEPARTMENT OF
TECHNOLOGY & MANAGEMENT
BANTAKAL

Principal
SHRI MADHWA YADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115

Prasanna
Principal
SHRI MADHWA YADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udupi Dist.
BANTAKAL - 574 115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 062/2023-24

May 08, 2023

Ms. Niveditha

Renukamba Nilaya

Hanumantha Nagar

Puttut P.O, Udupi - 576105

Cell: 8123463890

email: nivesiddharam@gmail.com

Dear Niveditha

Sub: Offer of Appointment as 'Assistant Professor on Contract' at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 02-05-2023.

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant Professor on contract in the Department of Mathematics on the following terms and conditions.

1. Your appointment will be purely on **Contract** basis for Six months from the date of joining
2. You will be allowed a Consolidated Salary of Rs. 18,600/- per month.

Other benefits:

- Employees Provident Fund (EPF) as per rules
 - Medical Insurance/Rural Accidental Benefit Insurance, as per norms
3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.
 4. You will be responsible for your own taxes, which will be deducted, from your salary and/or Other dues.
 5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar Udupi Dist.

KARNATAKA - 574115

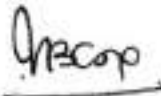
Continued on page 2

1 | Page


6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer (if applicable), Aadhaar Card, Pan Card, in **original** for verification to the undersigned or HOD along with four pass port size photographs.
8. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the Head of the Department of Mathematics.
9. It is the policy of the college that any resignation/relieving is allowed only at the end of even semester.
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned. You are required to report for duty on **08/05/2023**, failing which this offer of appointment stands cancelled.

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely



Dr. Thirumaleshwara Bhat
Principal
SHRI MADHWYA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Principal
SHRI MADHWYA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



DUTY JOINING REPORT FOR FACULTY

Full Name : Niveditha
 Father's/Husband's Name : Siddaram B
 Mother's Name : Savitha
 Religion: Hindu Caste: Ediga Sub caste: _____
 Whether belonging to SC/ST/BC- Cat-I, 2A, 2B, 3A, 3B /Others: cat - 2 A
 Name of the position to which appointed: _____ Department: Mathematics
 Appointment Order Reference: _____ Dated: _____
 Scale of Pay: 15600 - 39100 PAN CPCPN7321C Adhar Card No. 573613280921
 Voter ID card No. AEC3933918
 Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No	Qualification	Year of Passing	Name of the College	University	% of marks /CGPA	Mode Regular/Part time
1	UG:	2021	Mahatma Gandhi Memorial college	Mangalore	8.8	Regular
2	PG:	2023	Manipal Institute of Technology	Manipal	9.23	Regular
3	PhD					
4	Additional qualifications(if any):					

Specialization: PG/Ph.D:

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching			
Industry			
Research			

Date of Birth : 10 / 02 / 2000

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 08 / 05 / 2023 Forenoon / Afternoon

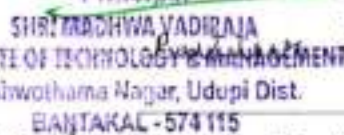
Permanent Address:

Present Address (Address for communication)

6-118 Ed Renukamba Nilaya Hanumantha Nagar Kuttuv Post Udupi
 Pin: 576105

6-118 Ed Renukamba Nilaya Hanumantha Nagar Kuttuv Post Udupi
 Pin: 576105

Email ID: nivesiddharan@gmail.com Mob: 8123463890



DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

Date: 8/5/2023

Niveditha

Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 8/5/2023 (Forenoon/Afternoon) ✓

Niveditha
8/5/23

Signature and seal of HOD

Niveditha
8/5/2023

Signature and seal of Principal

DEPARTMENT OF MANAGEMENT
Sri Madhwa Vadiraja Institute of
Technology & Management
BANTAKAL

Niveditha
Principal
SRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/2024/776

January 16, 2024

RELIEVING ORDER

With reference to her resignation letter, Ms. Niveditha, Assistant Professor on Contract in Mathematics Department is relieved of her duties on 16/01/2024 after the closing hours.

We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.

Trasop

PRINCIPAL



To:

Ms. Niveditha

D/o Siddarama B

6-118 E 2, Renukamba Nilaya

Hanumantha Nagar, Puttur

Udupi - 576105

CC:

1. HR- for personal file.
2. Office Superintendent.
3. HOD – Mathematics

Trasop

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Received

Niveditha



Shri Madhwa Vadiraja Institute of Technology & Management

A unit of Shri Sode Vadiraja Mutt Education Trust (R)
Affiliated to the Visvesvaraya Technological University, Belgaum
Approved by AICTE, New Delhi and Recognized by Govt. of Karnataka

Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off : 0820-2589183
Principal: 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

To,
P.Aishwarya,
"Guru kripa"
197, Vivekananda Nagar,
5th Cross, Kumbhakonam-612001
Tamilnadu.

Date: 08-05-2012

Dear Ms. P.Aishwarya,

Sub: Teaching faculty positions – appointment order.

With reference to the interview you attended on 06-05-2012 we are pleased to appoint you as Assistant Professor in the Department of Mathematics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs. 15,600+AGP 3,000.

You will be paid a total allowance of 44 per cent of the basic salary

(38% DA+06%HRA)

You will be entitled to P.F. as per norms.

You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on 16-07-2012.

you are governed by all rules and regulations of SMVITM which may change from time to time.

PRINCIPAL

(DR. MOHANDAS BHAT S.)

I hereby accept your order

(Signature, name, date)

(P. AISHWARYA)

09.05.2012

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothamanagar, Udupi Dist.
BANTAKAL - 574 115

JOINING LETTER

FROM

P. AISHWARYA
"GURU KRUPA",
197, VIVEKANANDA NAGAR,
5TH CROSS,
KUMBAKONAM.

TO

THE PRINCIPAL,
SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT
BANTAKAL, UDUPI

Respected Sir,

Sub : Teaching faculty position - joining letter.

With reference to the appointment order dated
8-5-2012, I Miss. P. Aishwarya D/o V. Prabhakar
join the Department of Mathematics as Assistant
Professor in Shri Madhwa Vadiraja Institute of
Technology and Management from today 16-07-2012
at 9.00 AM.

Thanking You

Bantakal, Udupi.

16-07-2012.

Michael
16/7/2012

Anoop
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwotkama Nagar, Udupi Dist.
BANTAKAL - 574 115

Yours faithfully,

P. Aishwarya

(P. AISHWARYA)



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/2021/059

July 01, 2021

RELIEVING ORDER

With reference to her resignation letter, Ms. P Aishwarya, Assistant Professor in Mathematics Department is relieved of her duties on 1/07/2021 after the closing hours.

We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.


PRINCIPAL



To:

Ms. P Aishwarya

"Guru Kripa"

Vivekananda Nagar, 5Th Cross, Kumbakonam

TAMILNADU - 612001

CC:

1. HR- for personal file.
2. Office Superintendent.
3. HOD – Mathematics.



Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology and Management
 (A Unit of Shri Sode Vadiraja Mutt Education Trust*)
 Vishwothama Nagar, Bantakal - 574 115, Udupi District, Karnataka, INDIA

20-03-2013

Dr. Ravindra H J
 Kasturi Nivasa,
 Abbakka nagara,
 2nd cross, 3rd main,
 Kottara , Mangalore-06

74

Dear Dr. Ravindra H J,

Sub: Faculty position - appointment order.

With reference to the interview you attended on 19-03-2013, we are pleased to appoint you as Associate Professor in the Department of Physics at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs. 37,400+AGP 9,000.

You will be paid a total allowance of 44 per cent of the basic salary (38% DA+06% HRA)

You will be entitled to P.F. as per norms.

You will be on probation for Two years from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on or before 22-04-2013.

you are governed by all rules and regulations of SMVITM which may change from time to time.

Radhakrishna
 PRINCIPAL

Prof. Dr. Radhakrishna S Aithal

I hereby accept your order

Dr. Ravindra H J
 (Signature, Name & Date)

Dr. Ravindra H J
 Principal
 SHRI MADHWA VADIRAJA
 INSTITUTE OF TECHNOLOGY & MANAGEMENT
 Vishwothama Nagar, Udupi Dist.
 BANTAKAL - 574 115

SHRI SODE VADIRAJA MUTT EDUCATION TRUST
 Car Street UDUPI - 576 101
 Karnataka



**Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal - 574115, Udupi, Karnataka
A Unit of Shri Sode Vadiraja Mutt Education Trust (M), Udupi**

DUTY JOINING REPORT FOR FACULTY

Name : DR. RAVINDRA. H. J

Father's/Husband's Name : JAYARAMU

Mother's Name : BHARATHI

Religion: HINDU Caste: TRIKALIBA Sub caste: _____

Whether belonging to SC/ST/BC/Other's: _____

Name of the position to which appointed: ASSOCIATE PROFESSOR Department: PHYSICS

Appointment Order Reference: SMVITM/2012-13/404 Dated: 20-03-2013

Scale of Pay: Rs 37400 + AGP 9000 PAN AMVPJ 2481R

Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank/ % of marks/CGPA
1	UG: BSc (PCM)	2000	MANBALORE UNIVERSITY	56.93
2	PG: M.Sc (PHYSICS)	2002	MANBALORE UNIVERSITY	56.88
3	PhD PHYSICS	2010	MANBALORE UNIVERSITY	—
4	Additional Qualifications(if any):			

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching	ASSISTANT PROFESSOR	01-07-2009 to 31-05-2013	SREINIVAS SCHOOL OF ENGINEERING
Industry	—	—	—
Research	JRF SRF	2002-04, 2005-07 2007-08	MANBALORE UNIVERSITY —

Date of Birth : 10 / 04 / 1979

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 01 / 06 / 2013 Forenoon / Afternoon

Permanent Address:

S/O JAYARAMU
HADYA VILLEGE
HULLENAHALLY. POST
MANDYA TA & DIST.

Ph. No. 9886755578

e-mail ID: raavi_23911@yahoo.com

Present Address (Address for communication)

1-4/309/1, KASTURI NIVASA
ABBAKA KAGARA, KOTTARA
MANBALORE - 575006

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Ph. No. 9886755578

Mob: -17-

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.



Signature

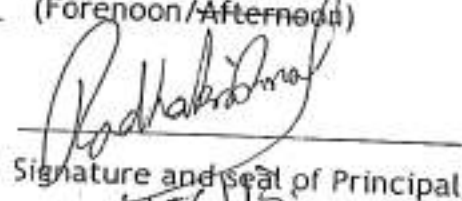
Date: 01-06-2013

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 01-06-2013 (Forenoon/Afternoon)




Signature and seal of HOD



Signature and seal of Principal

D. ARTS
Shri Madhwa
Technology & Management
Bantakal - 574115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115

PRINCIPAL
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY
AND MANAGEMENT
BANTAKAL - 574 115



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/ 182/2022

August 08, 2022

OFFICE ORDER

With the approval of Management and past experience, Dr. Ravindra H J, Associate Professor and Head, Department of Physics is promoted as Professor and Head with effect from 01 July 2022.

His basic salary is fixed at Rs. 50,767/- in the pay band of Rs. 40,890 – 67000 plus AGP of Rs. 10,000/- per month. The above fitment includes one additional increment to compensate his annual increment, which was due on 01 July 2022


PRINCIPAL



To:

Dr. Ravindra H J

Professor & Head

Department of Physics


SMVITM, Bantakal

Copy to:

- 1) Office Superintendent
- 2) H R- Personal file
- 3) Basic Science Office


Received

8/8/22


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Bantakal - 574115
Udupi District



Shri Madhwa Vadiraja Institute of Technology & Management

A unit of Shri Sode Vadiraja Mult Education Trust (R)
Affiliated to the Visvesvaraya Technological University, Belgaum
Approved by AICTE, New Delhi and Recognized by Govt. of Karnataka
Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off 0820-2589183
Principal 0820-2589182
Fax 0820-2589184
E-mail office@sode-edu.in
Website www.sode-edu.in

To,
Sandhya
"Srinivasa", House No.-16
Karamballi
KunjibettuPost
UDUPI - 576102

Date: 12/01/2012

Dear Mrs. Sandhya,

Sub: Teaching faculty positions – appointment order.

With reference to the interview you attended on 11-01-2012 we are pleased to appoint you as Lecturer in the Department of Physics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

Your monthly salary (basic) has been fixed at Rs. 9375 in the pay scale of 8000-275-13500.

You will be paid a total allowance of 140 per cent of the basic salary (130% DA+10%HRA)

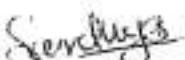
You will be entitled to P.F. as per norms.

You will be on probation for one year from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.

You are required to report for duty on or before 15-02-2012.

you are governed by all rules and regulations of SMVITM which may change from time to time.

I hereby accept your order


(Signature, Name & Date)

SANDHYA

12-01-12


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115


PRINCIPAL

(DR. MOHANDAS BHAT S.)

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

From

Sandhya
Asst. Professor
Dept. of Physics
SMVITM
Bantakal

To

The Principal
SMVITM
Bantakal

Sub: Joining report

Respected Sir,

I am reporting for duty in
this institution today, 13.02.2012.

Thanking you

Yours faithfully

Date: 13.02.12

Place: Bantakal

Sandhya

Principal

SHRIMADHWI VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwathama Nagar, Udipi Dist.

BANTAKAL - 574 115

Sandhya

Principal

SHRIMADHWI VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwathama Nagar, Udipi Dist.

BANTAKAL - 574 115



Ref No: SMVITM/2012-13/365

March 1, 2013

CONFIRMATION ORDER

Dear Mrs. Sandhya ,

In continuation to the appointment order dated 15.02.2012 and Management approval dated 28.02.2013, you have been confirmed in services as **Assistant Professor(Senior)** with effect from 01.02.2013 in the pay scale of Rs.18600 -39100 + AGP 7000 with the prevailing DA/HRA and initial basic pay of Rs. 18600.00 (Rupees Eighteen thousand six hundred and AGP Seven thousand only) per month.

You are governed by all service rules and regulations of SMVITM that may change from time to time. The Management expects your sincere and dedicated services in the days to come, in the best interest of the College and its credibility. You are also advised to improve your qualifications by taking up ~~Post~~ Graduation/Doctoral studies.

With best wishes,

Prof. Dr. Badha Krishna S. Aithal
PRINCIPAL



To :

Mrs. Sandhya ,
Assistant Professor (Senior), Dept. of Physics,
SMVITM, Bantakal - 574 115.

CC:

- 1) Office Manager - for personal file.
- 2) Office Superintendent. - Salary section.
- 3) Trust Office.

Received
Mrs. Sandhya
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Sode Vadiraja Mutt Education Trust (R)

Bhoovaraha Complex, Car Street, Udupi - 576 101

Phone 0820-4294005 | Fax. 0820-4294006 | E-mail: edutrust@sodevadirajamutt.org | Website: sodeedu.sodevadirajamutt.org

Ref. No.

Date: 29-07-2011

To

Mrs. Ushaparvathi, A.
W/o. Krishna Prakash K.
Hasanthadka House
P. O. Belyoor, PUTTUR-574 243

77

Dear Mrs. Ushaparvathy

Sub : Teaching faculty positions – Appointment Order.

Ref : Our Offer Letter, dated 16-04-2011

With reference to the above, we are pleased to appoint you as Lecturer in the Department of Physics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms:

- # Your monthly salary (basic) has been fixed at Rs. 8,275 in the pay scale of 8000-275-13500.
- # You will be paid a total allowance of 140 per cent of the basic salary (130% DA+ 10 % HRA)
- # You will be entitled to P.F. as per norms.
- # You will be on Probation for ONE YEAR from the date of joining. Confirmation in service will be subject to satisfactory performance during the probation period.
- # In case you wish to quit the job, you will have to give one month's notice during probation and three month's notice after confirmation in service. However, you are not permitted to quit in the middle of a semester.
- # You are required to report for duty on August 1st, 2011.

Received

Ush.

Ushaparvathy A

For Shri Sode Vadiraja Mutt Education Trust (R).

Prasanna

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Srinivas
Secretary

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
BANTAKAL - 574 115

From

Usha parvathy. A
Lecturer
SMVITM Bantakal

TO.

The Principal
SMVITM Bantakal

Dear Sir,

Subject: Reporting to the post of lecturer in physics offered
by SMVITM college Bantakal

As mentioned in the above subject. I am reporting to
the post of lecturer in physics offered by Sri Madhwa
Vadiraja Institute of Technology and Management, Bantakal,
on 8/8/2011 ^{afternoon}. I am very happy to work in this
organisation and I will serve to my level best

Thank you

Date: 8/8/2011

place: Bantakal, Udupi

Yours faithfully

Usha parvathy. A

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishweshwara Temple Udupi Dist.
BANTAKAL - 574115

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishweshwara Temple Udupi Dist.
BANTAKAL - 574115



Usha parvathy

Department of Physics,
SMVITM,
Bantakal

To,

The Principal
SMVITM, Bantakal

Respected sir,

Subject: Rejoining to the duty on 1/8/2013

I am very glad to inform you that I will be joining back to the college and my duty on 01/08/2013 after maternity leave granted to me. I would like to thank the management and Authority who had granted me the leave and very grateful to them.

Yours' faithfully

Usha parvathy

Place: Udipi

Date: 02/05/2013

A.O. / AR
file.
F. n. a.
Rachhakrishna

02/05/13

Approved

Principal
SHRIMADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwathama Nagar, Udipi Dist.
BANTAKAL - 574 115

INWARD



Shri Madhwa Vadiraja Institute of Technology & Management

A unit of Shri Sode Vadiraja Multi Education Trust (R)
Affiliated to the Visvesvaraya Technological University, Belgaum
Approved by AICTE, New Delhi and Recognized by Govt. of Karnataka

Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off 0820-2589183
Principal 0820-2589182
Fax 0820-2589184
E-mail office@sode-edu.in
Website www.sode-edu.in

Prof. Dr. Radhakrishna S. Aithal
BE, M.Tech., Ph.D., FIE, MIEEE, MISTE
PRINCIPAL

Date: 06 August 2013
Ref: SMVITM/HR/2013-14/738

OFFICE ORDER

Mrs Ushaparvathy, Lecturer, Dept. of Physics is re-designated as Assistant Professor and her salary is re fixed in the existing pay band. Accordingly her basic pay is fixed at Rs. 16,160 per month in the pay band of Rs.15600-39100 plus Academic Grade Pay (AGP) of Rs.3000 and a total allowance of 44 % of the basic pay plus AGP. (DA 38 % + HRA 6%) with effect from 29 July 2013. However an increase of 6% in DA is applicable with effect from 01-08-2013.

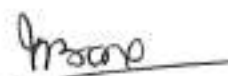
Expecting sincere & dedicated services in the days to come, in the best interest of the institute and its credibility.

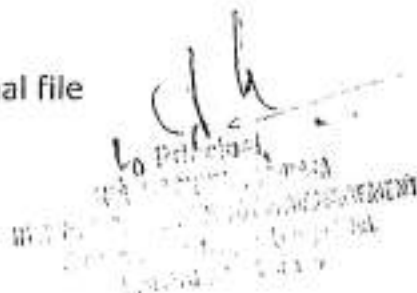

Dr. Radhakrishna S. Aithal

To; Mrs Ushaparvathy
Asst. Professor
Dept. of Physics
SMVITM, Bantakal

Handwritten note:
10/08/2013
Usha parvathy

Copy to : HOD, Physics Dept., HR file , Personal file


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

(A Unit of Shri Sode Vadiraja Murt Education Trust⁴, Udupi)

Accredited by NBA | Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi

Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



SMVITM

Prof. Dr. Thirumaleshwara Bhat

BE, M Tech., Ph D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 112 /2022-23

July 4, 2022

Ms. Rekha

W/o Guruprasad

Pradeep, V P Nagar

5th Cross, Indrali, Udupi

Cell: 9945192719

Dear Rekha

Sub: Offer of Appointment as 'Assistant Professor' at Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 27-06-2022.

With reference to the above, Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant Professor in the Department of Physics on the following terms and conditions.

1. Your appointment will be on probation for two years from the date of joining. The Head of the Institution/Faculty Selection Committee will interview on successful completion of your probation for confirmation of your appointment on the basis of recommendations obtained from the respective HOD
2. your salary will be fixed in the regular pay scale of Assistant Professor with a total emolument of Rs. 34,515/- (as per present pay scale, DA, AGP and other allowances)

Other benefits:

- Employees Provident Fund (EPF) as per rules
 - Medical Insurance/Rural Accidental Benefit Insurance, as per norms
3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.
 4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.
 5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.

Continued on page 2

Tel: 7483031199, 7483031200 | WhatsApp: 9611615001 | E-mail: info@sode-edu.in | Website: www.sode-edu.in

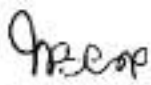
Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574115

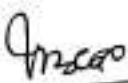
6. The Management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. At the time of reporting for duty, you are required to produce all supporting certificates/testimonials in respect of date of birth, qualification (starting from SSLC to UG/PG/Ph.D) and experience, relieving certificate from the previous employer (if applicable), Aadhaar Card, Pan Card, in original for verification to the undersigned or HOD along with four pass port size photographs.
8. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the Head of the Department of Physics.
9. It is the policy of the college that any resignation/relieving is allowed only at the end of even semester
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned. You are required to report for duty on 01/09, 2022

Welcome to SMVITM family. We hope that you will enjoy working with us and find your time rewarding.

Yours sincerely


Dr. Thirumaleshwara Bhat
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar Udupi Dist
BANTAKAL - 574 115

Accepted
BBB
25/8/22


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management,
Vishwothamanagar, Bantakal - 574115, Udupi, Karnataka
A Unit of Shri Sode Vadiraja Mutt Education Trust (M), Udupi

DUTY JOINING REPORT FOR FACULTY

Name : REKHA
Father's/Husband's Name : Gurusuprasad
Mother's Name : Sunanda
Religion: Hindu Caste: Brahmin Sub caste: _____
Whether belonging to SC/ST/BC/Others: _____
Name of the position to which appointed: Asst Professor Department: Physics
Appointment Order Reference: SMVITM/HR/112/20-22 Dated: 4/7/22
Scale of Pay: 15,600 - 39,100 PAN _____
Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No.	Qualification	Year of Passing	University	Class/Rank/ % of marks/CGPA
1	UG: B.Sc	2008	Mangalore University	Distinction
2	PG: M.Sc.	2010	Mangalore University	First class
3	PhD			
4	Additional Qualifications(if any):			

Previous Experience: (enclose copies of certificates)

Designation	Period (From-To)	Institution/Industry
Teaching	2010-11, 2013-2015 Jan 2013 - Mar 2013	G. F. G. C. Borker G. F. G. C. Hebri
Industry	2015 - 2021 (Part)	G. F. G. C. Thankanidya
Research		

Date of Birth : 01 / 06 / 1987

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract ✓

Date of Joining: 25 / 08 / 2022 Forenoon / Afternoon

Permanent Address:

W/o: Gurusuprasad
"Laxmi Prasad"
Ganesh Nagar, Kumbhashi
Kundapur T2

Ph. No. 9945192719

e-mail ID: rekha.guruk@gmail.com

Present Address (Address for communications)

W/o Gurusuprasad
"Laxmi Prasad"
Ganesh Nagar Kumbhashi

Ph. No 9

Mob: 9945192719

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

DECLARATION

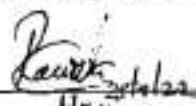
- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.

Date: 25/08/22


Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 25.08.2022 (Forenoon/Afternoon) ✓


Signature and seal of HOD
Department of Management
Shri Madhwa Vadiraja Institute of
Technology and Management
Bantakal - 574 115


Signature and seal of Principal
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology & Management

A unit of Shri Sode Vadiraja Mutt Education Trust (R)
Affiliated to the Visvesvaraya Technological University, Belgaum
Approved by AICTE, New Delhi and Recognized by Govt. of Karnataka

Vishwothamanagar, BANTAKAL - 574115, Udupi, Karnataka, India

Off : 0820-2589183
Principal: 0820-2589182
Fax : 0820-2589184
E-mail : office@sode-edu.in
Website : www.sode-edu.in

To,
Usha H.
"Shri Guru kripa"
Kote Kodankoor,
Nittur Post,
Udupi-576113

Date: 10-05-2012

Dear Mrs. Usha H.

Sub: Teaching faculty positions – appointment order.


With reference to the interview you attended on 05-05-2012 we are pleased to appoint you as Assistant Professor in the Department of Physics in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District, under the following terms.

- # Your monthly salary (basic) has been fixed at Rs. 15,910 + AGP 2,000
- # You will be paid a total allowance of 44 per cent of the basic salary (38% DA+06%HRA)
- # You will be entitled to P.F. as per norms.
- # Your appointment currently on Temporary Basis for a period of one year & may be made permanent based on performance, if vacancy arises.
- # You are required to report for duty on 20-08-2012.
- # You are governed by all rules and regulations of SMVITM which may change from time to time.


PRINCIPAL

(DR. MOHANDAS BHAT S.)

I hereby accept your order


(Signature, name, date)

Usha H.
18 05. 2012 .


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

From,

Ms. Usha. H.
Assistant Professor,
Dept. of Physics
SMVITM, Bantakal.

To, The Principal,
SMVITM, Bantakal.

Through MOD,
Respected Sir,

sub: Joining Report.

I am reporting for the duty in
this institution today (01.08.2012).

Thanking You,

Date: 01.08.12.

Place: Bantakal.

Yours Faithfully,

~~U~~

Usha H
1/8/2012
personal file
for 01/08/12
Chandrashekhara
Sankar
1/8/12

Princpal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



Shri Madhwa Vadiraja Institute of Technology and Management

(A Unit of Shri Sode Vadiraja Mutt Education Trust*)

Vishwothama Nagar, Bantakal - 574 115, Udupi District, Karnataka, INDIA

Prof. Dr. Radhakrishna S. Aithal
BE, M.Tech., Ph.D., FIE, MIEEE, MISTE
PRINCIPAL

Ref: SMVITM/HR/ 165 /2015-16

June 5, 2015

OFFICE ORDER

Ref: Application Dated: 09/05/2015

On considering her experience, (Dr.) Usha H, Assistant Professor, Physics department is promoted as Assistant Professor (Senior) with effect from 01 June 2015.

Her basic salary is fixed at Rs. 19,370 in the pay band of Rs.18,600-39,100 plus AGP of Rs. 7,000 per month.


Her next date of increment will be on 01 June 2016.


PRINCIPAL



To:
(Dr.) Usha H
Asst. Professor (Sr.)
Physics Department
SMVITM, Bantakal

Received


10.06.15

Copy to:

- 1) Dean (Academics)
- 2) HOD- Physics Department
- 3) Finance Executive / Office Superintendent
- 4) H R- Personal file

SHRI MADHWA
VADIRAJA MUTT
EDUCATION TRUST


Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115



SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT

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Vishwothamanagar, BANTAKAL - 574 115, Udupi, Karnataka, India

Phone - 0820-2589182
0820-2589183
Fax - 0820-2589184
E-mail - info@sode-edu.in
Website - www.sode-edu.in

Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref.No: SMVITM/HR/ 1024 /2019-20

Date: 16/08/19

Ms. Sneha Josvita Dsouza

3-17/4 Pamela Nivas, Kurmbil

Kinnigoli P.o , Mangalore

D.K - 574150

Cell: 9740825708

Dear Ms. Sneha Josvita Dsouza,

Sub: Offer of Appointment as Assistant Professor in Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi District.

Ref: Proceedings of the Faculty Selection Committee meeting held on 13/08/2019

With reference to the above Shri Madhwa Vadiraja Institute of Technology & Management is pleased to offer you the post of Assistant professor in the Department of English on the following terms and conditions.

1. Your appointment will be on Contract Basis.
2. You will be allowed the basic pay of Rs 15600- (Rupees Fifteen thousand six hundred only) per month in the pay band of Rs 15600-39100 plus Academic Grade Pay (AGP) of Rs 3000 and a total allowance of 55 percent of the basic salary. (DA 49%+HRA 6%)

Other benefits:

- Employees Provident Fund (EPF) as per rules
- Medical Insurance/Rural Accidental Benefit Insurance, as per norms
- Facility to attend conferences, Seminars, workshops and training programs
- Study leave/Sponsorship to higher studies, as per norms
- Fee concession to children of employees, as per norms
- Research incentives for executing externally funded research projects
- Research incentives for Journal publications

3. You shall diligently and satisfactorily carry out the instructions given to you by your superiors in connection with the work assigned to you to the best of your skill and ability.
4. You will be responsible for your own taxes, which will be deducted, from your salary and/or other dues.


Principal

Continued on page

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

5. You will be bound by service rules and regulations enforced by Shri Madhwa Vadiraja Institute of Technology and Management from time to time in relation to conduct, discipline, leave, holiday or any other matters in relation to the service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. The Institute reserves the right to change these terms and conditions or the service rules.
6. The management shall have right to subject yourself at any time during the employment to medical examination. If you are not found medically fit, you may be terminated at any time by giving one month's notice or salary in lieu thereof.
7. Your increments, promotion etc., will purely depend upon your performance, efficiency, regular attendance, sense of discipline, loyalty and good behavior and upholding SMVITM values.
8. At the time of reporting for duty, you are required to produce all the certificates in original (education, date of birth and experience etc.) Aadhaar Card, Pan Card for verification to the undersigned or HOD along with four pass port size photographs.
9. You will be under the administrative control of the Principal, Shri Madhwa Vadiraja Institute of Technology and Management and functionally reporting to the 1st Year Co Ordinator.
10. In case the terms and conditions are acceptable to you, please sign the duplicate of this letter in confirmation of your having understood and accepting the aforesaid terms and forward to the undersigned. You are required to report for duty on 20/08/2019, failing which this offer of appointment order stands cancelled.

We hope that you will enjoy working with us and find your time rewarding. Welcome to SMVITM family.

Yours sincerely

Greene

Dr. Dr. Thirumaleshwara Bhat
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115

Accepted

Sudhar
20/8/2019

Pracop
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udipi Dist.
BANTAKAL - 574 115



DUTY JOINING REPORT FOR FACULTY

Full Name : SNEHA JOSVITA D'SOUZA
 Father's/Husband's Name : BONAVENTURE HERALD D'SOUZA
 Mother's Name : GRETТА D'SOUZA
 Religion: CHRISTIANITY Caste: ROMAN CATHOLIC Sub caste: _____
 Whether belonging to SC/ST/BC: Cat-1, 2A, 2B, 3A, 3B /Others: GM
 Name of the position to which appointed: ASSISTANT PROFESSOR Department: ENGLISH
 Appointment Order Reference: SMVITM/HR/124/2019 Dated: 16/08/2019
 Scale of Pay: _____ PAN BSTPD0839A Adhar Card No. 611477983522
 Voter ID card No. XSX6618896

Qualifications: (enclose copies of certificates, duly attested by HOD)

Sl. No	Qualification	Year of Passing	Name of the College	University	% of marks /CGPA	Mode Regular/Part time
1	UG:	2016	ST ALDYSIUS COLLEGE	MANGALORE UNIVERSITY	87%	REGULAR
2	PG:	2018	UNIVERSITY OF HYDERABAD	HYDERABAD UNIVERSITY	75.75%	REGULAR
3	PhD					
4	Additional qualifications(if any):					

Specialization: PG/Ph.D: M.A. ENGLISH (LITERATURE)

Previous Experience: (enclose copies of certificates)

	Designation	Period (From-To)	Institution/Industry
Teaching			
Industry	<u>ANALYST- INSTRUCTIONAL DESIGNER</u>	<u>21/05/2018 - 2/8/2019</u>	<u>DELDTTE, Hyderabad</u>
Research			

Date of Birth : 10 / 05 / 1995

Nature of Appointment: Probation/Permanent/Ad-hoc/Contract

Date of Joining: 20 / 08 / 2019 Forenoon / Afternoon

Permanent Address:

Present Address (Address for communication)

3-17/4 PAMELA NIVAS

3-17/4 PAMELA NIVAS

KURMBIL, KINNIGOLI POST,

KURMBIL, KINNIGOLI POST,

MANGALORE, D.K,

MANGALORE, D.K, KARNATAKA,

KARNATAKA, INDIA Pin: 574150

SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY & MANAGEMENT Pin: 574150

Email ID: snehadsouza.95@gmail.com

Vishwotham Nagar, Udupi Dist. BANTAKAL - 574115 7740825708

DECLARATION

- ❖ I certify that I have read the service rules and I shall abide by the service conditions noted therein.
- ❖ I am aware of the rule and practice in the Institution that I shall be permitted to apply for jobs elsewhere only once in a year and if I apply for a job elsewhere without the knowledge of the Head of the Institution, my services may be terminated at any time there after without any notice.
- ❖ I have specially noted the terms and condition regarding the notice to be given before I want to be relieved of my duties, I shall give one calendar month notice if I am a probationer/ad-hoc/contract employee and three months notice if I am a confirmed employee when I want to be relieved, failing which I shall pay in cash the pay for one month or three months as the case may be or for a portion of the period falling short of the stipulated notice period.
- ❖ I also concede that in case I send my resignation letter or notice of resignation, the Head of the Institution is authorized to terminate my services without any compensation, immediately after I issue notice of resignation.


Date: 20/08/2019




Signature

Certified that entries have been verified with the original certificates in respect of date of birth, qualification and experience and found correct (Photostat copies enclosed).

Joined to duty on: 20/08/2019 (Forenoon/Afternoon)


Signature and seal of HOD
Head

DEPARTMENT OF MATHEMATICS
Shri Madhwa Vadiraja Institute of
Technology & Management
BANTAKAL - 574 115


Signature and seal of Principal
Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothama Nagar, Udupi Dist.
BANTAKAL - 574 115

Principal
SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
BANTAKAL - 574 115
UDUPI DIST., KARNATAKA



Prof. Dr. Thirumaleshwara Bhat

BE, M.Tech., Ph.D, MISTE

PRINCIPAL

Ref: SMVITM/HR/2021/207

October 13, 2021

RELIEVING ORDER

With reference to her resignation letter dated 26/09/2021, Ms. Sneha Josvita D'Souza, Assistant Professor in the department of English is relieved of her duties on 13/10/2021 after the closing hours.

We thank for her efforts and contributions during her tenure and wish her all the best in her future endeavors.

PRINCIPAL



To:

Ms. Sneha Josvita Dsouza
3-17/4 Pamela Nivas, Kurmbil
Kinnigoli P.o , Mangalore
D.K - 574150

CC:

1. HR- for personal file.
2. Office Superintendent.
3. HOD – Mathematics Engineering.

Principal

SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Vishwothamanagar, Bantakal, Udupi Dist.
Bantakal - 574115