



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106

Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@scmsgroup.org

SSET/1/12/1173

22.05.2012.

Mr. Varun G. Menon,
Souparnika House,
Elambakapilly P.O.,
Perumbavoor,
ERNAKULAM - 683 544.

Sir,

Sub: Offer of appointment as 'Faculty'.

Reference your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor (Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.30,000/- p.m. as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 800.00
Personal Pay	-	Rs 4,400.00

		Rs.30,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

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-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

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SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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-: 3:-

DATE OF JOINING

Your expected date of joining will be 04.06.2012.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : VARUN G. MENON

Date : 23/5/12



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE, Govt. of India
An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

SSET/1/22/1534

25.07.2022

Dr. Manish T.I.,
Flat No-1A,
Musiris Residency Flat,
Kavilkadavu,
Kodungallur-680664.

Sir,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 31.05.2022, we are pleased to confirm our offer of appointment to you as 'Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.90,000/- p.m during the period of probation.

Scale of pay- 37400-1100-67000

Basic Pay	-	Rs . 37,400.00
AGP	-	Rs. 10,000.00
HRA	-	Rs. 4,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 36,800.00

		Rs. 90,000.00
		=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

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SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester, as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

...3/-



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Website: www.scmsgroup.org

: 3 :

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 01.08.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEYANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name :

Dr Manish T. I

Date :

29/07/2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Website: www.scmsgroup.org

SSET/1/22/1633

07.06.2022

Dr. V.Suresh Kumar,
Sreebhadra,
JTS Road,
Kodungaloor,
Thrissur-680664.

Sir,

Sub: Offer of appointment as 'Dean-Academics'

We are pleased to confirm our offer of appointment to you as 'Professor & Dean-Academics', SCMS School of Engineering & Technology, Karukutty. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.1,25,000/- p.m during the period of probation.

Scale of pay - 37400-1100-67000

Basic Pay	-	Rs . 37,400.00
AGP	-	Rs. 10,000.00
HRA	-	Rs. 4,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 71,800.00

Rs.1,25,000.00
=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with one month notice or one month salary in lieu of notice period on either side.

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 2:-

However, in the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



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Website: www.scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 15.06.2022

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature: 07/06/2022

Name : DR. SURESH KUMAR

Date : 07/06/2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

PROMOTED BY PRATHAP FOUNDATION FOR EDUCATION AND TRAINING

CORPORATE OFFICE: MANAGEMENT HOUSE, S. KALAMASSERY, KOCHI-682 033, INDIA
Phone: 91-484-2551427, 2551428, Fax: 91-464-2540482, E-mail: scms@vsnl.com

SSET/1/04/1022

04.06.2004.

Ms. Sonal Ayyappan,
Unnathi,
Azhoor,
PATHANAMTHITTA - 689 645.

Madam,


Sub: Offer of appointment
Ref: Your application .

Further to the above and the subsequent discussions we had on 7th April, 2004 at SCMS, Cochint, we have pleasure to offer you appointment as 'Lecturer(Computer Science)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.8000/- p.m. in the scale of pay of Rs.8000-275-13500.
3. You will also be paid a D.A. of Rs.3000/- from the date of completion of two years in the scale of pay.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You have to report at 9 AM on 07.06.2004 at our College at Karukutty.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,
Yours faithfully,


PRADEEP P. THEVANNOOR
DIRECTOR

sj/

Accepted
Sonal
05/06/04

Sufathu

Open P-File

AFFILIATED TO MAHATMA GANDHI UNIVERSITY, KOTTAYAM



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106.
Phone: 91-484-2623803 (30 Lines) / 2628000 • E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/19/224

30.07.2019

Dr. Anu V.R.,
Kalissery House,
Carmel Seminary Road,
Karukadom P.O.,
Kothamangalam - 686691

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 04.07.2019, we are pleased to confirm our offer of appointment to you as 'Associate Professor (Computer Science & Engineering)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.70,000/- p.m as per details below during probation.

Scale of pay - 37400-1100-67000

Basic Pay	-	Rs. 37,400.00
AGP	-	Rs. 9,000.00
HRA	-	Rs. 4,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 17,800.00
		<u>Rs. 70,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice or one month's salary in lieu of notice period on either side. You can leave the service only with one month's notice or one month's salary in lieu of notice period during probation.

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5/8
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Phone: 91-484-2623803 (30 Lines) / 2628000 • E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.



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Phone: 91-484-2623803 (30 Lines) / 2628000 • E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

- 3 -

DATE OF JOINING

Your expected date of joining will be 01.08.2019.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA P. THEVANNOOR
REGISTRAR & GROUP DIRECTOR

gd

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name :

Dr. Anu V.R.

Date :

1/8/19



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

PROMOTED BY PRATHAP FOUNDATION FOR EDUCATION AND TRAINING

CORPORATE OFFICE: MANAGEMENT HOUSE, S. KALAMASSERY, KOCHI-682 033, INDIA

Phone: 91-484-2551427, 2551428, Fax: 91-484-2540482, E-mail: scms@vsnl.com

DIRECTOR

PRADEEP P. THEVANNOOR

M. Com., MBA (USA)

SSET/1/04/024

4.01.2005.

Ms. Dhanya K.A.
Vilakathuparambil House
Poolani, Meloor.P.O.
Chalaky.

Madam,

Sub: Offer of appointment.

Ref: Interview on 4.01.2005

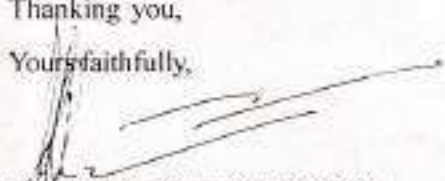
Further to the above and the subsequent discussions we had, we have pleasure to offer you appointment as 'Lecturer(Computer Science & Engg.)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.8000/- p.m. in the scale of pay of Rs.8000-275-13500.
3. You will also be paid a D.A. of Rs.3000/- from the date of completion of two years in service.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You have to report for duty at the earliest, not later than 10th January 2005.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,


PRADEEP P. THEVANNOOR
DIRECTOR

accepted
[Signature]
10-1-05
DHANYA K.A.

AFFILIATED TO MAHATMA GANDHI UNIVERSITY, KOTTAYAM

CAMPUS: VIDYA NAGAR, PALISSERY, KARUKUTTY, ERNAKULAM-683 582, PHONE: 0484-2450330, E-mail: scmsset1@vsnl.net



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUYA, COCHIN-683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsni.com

SSET/1/06/1580

13.10.2006.

Ms. Deepa K.,
Sathyam,
Kausalya Nagar,
Deshabhimani Road,
COCHIN - 26.

Madam,

Sub: Offer of appointment.
Ref: Your application.

Further to the above and the interview you had with us on 11.10.2006, we have pleasure to offer you appointment as 'Asst. Professor(MCA)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.12,000/- p.m. in the scale of pay of Rs.12000-420-18300.
3. You will also be paid Rs.6,000/- towards DA per mensem.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You have to report for duty as early as possible, not later than 01.11.2006.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,

PRADEEP P THEVANNOOR
DIRECTOR

1/

Accepted
16/10/06
(Deepa-k)



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803, 2623804, 2623865, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

SSET/1/07/0051

05.01.2007.

Ms. Josna Philomina,
Elavunkal House,
Popular Road,
Vaduthala,
COCHIN - 682 023.

*MS. Sujatha
To P. Fuli
11/1/07*



Madam,

Sub: Offer of appointment.
Ref: Your application.

Further to the above and the interview you had with us on 03.01.2007, we have pleasure to offer you appointment as 'Lecturer(Computer Science & Engg.)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.8,000/- p.m. in the scale of pay of Rs.8000-275-13500.
3. You will also be paid Rs.4,000/- towards DA per mensem.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You have to join duty as early as possible, but not later than 30 days from the date of this offer.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

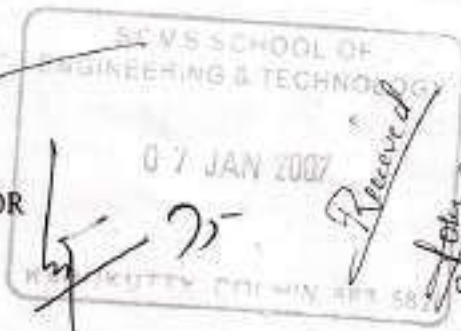
Kindly return the duplicate copy of this order duly signed on or before 12.01.2007 in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,

PRADEEP P.THEVANNOOR
DIRECTOR

sj/



*Josna Philomina
11/1/07*

Joined on 2/2/07



SCMS

SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

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SSET/1/07/0947

31.05.2007.

S
For
27/6

Ms. Gayathry S. Warriar,
58, 2nd Floor,
Santhi Nagar,
South Kalamassery,
ERNAKULAM DIST.

Madam,

Sub: Offer of appointment.
Ref: Your application.

Further to the above and the interview you had with us on 30.05.2007, we have pleasure to offer you appointment as 'Lecturer(Computer Science)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.8,000/- p.m. in the scale of pay of Rs.8000-275-13500.
3. You will also be paid Rs.4,000/- towards DA per mensem.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You have to report for duty on 02.07.2007.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,

PRADDEEP P.THEVANNOOR
DIRECTOR

sf/

Received by
Gayathry



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

10.08.2007.

SSET/1/07/1371

Ms. Susmi Jacob,
Thannipothiyil,
Thalanadu P.O.,
KOTTAYAM - 686 580.

Madam,

Sub: Offer of appointment.
Ref: Your application.

Further to the above and the interview you had with us today, we have pleasure to offer you appointment as 'Lecturer(Computer Science & Engg.)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a basic salary of Rs.8,000/- p.m. in the scale of pay of Rs.8000-275-13500.
3. You will be eligible for DA at 50% of the basic salary. On completion of one year service and subject to confirmation you will be eligible for DA at 65% and on completion of two years the DA applicable will be 75% of basic salary.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You may join duty on 13th August, 2007.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,

A.K. KESAVA PILLAI
GROUP DIRECTOR

Accepted
Susmi

NCC



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

SSET/1/07/2164

17.12.2007.

Ms. Arshey M.,
Sree Vihar, Vidya Nagar Road,
Cochin University P.O.,
COCHIN - 682 022.

Madam,

Sub: Offer of appointment.
Ref: Your application.

Further to the above and the interview you had with us, we have pleasure to offer you appointment as 'Lecturer(Computer Science & Engg.)' subject to the following conditions.

1. You will be on probation for a period of one year from the date of joining.
2. You will be paid a salary of Rs.16,000/- p.m. as below.

Scale of pay - 8000-275-13500

Basic pay	-	Rs. 9,100.00
DA	-	Rs. 4,550.00
Personal Pay	-	Rs. 2,350.00
		<hr/>
		Rs 16,000.00

3. On completion of one year service and subject to confirmation you will be eligible for DA at 65% and on completion of two years the DA applicable will be 75% of basic salary.
4. On satisfactory completion of probation you will be confirmed in service.
5. Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
6. You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
7. You may join duty as early as possible, not later than two weeks from the date of this order.
8. At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,

A.K. KESAVA PILLAI
GROUP DIRECTOR
SJ

Accepted
Will join on Jan 21st or as
early as possible as
requested.
Arshey M.

To

SCMS School of Engg and Technology
SCMS Campus, Prathap Nagar,
Muttom, Aluva

Kind Attn: Mr. A. K. Kesava Pillai, Group Director

Sub: Offer of appointment from SCMS as Lecturer(CS&E)
Ref: Your letter No. SSET/1/07/2164 dated 17th Dec 2007

Dear Sir,

The offer of appointment as Lecturer (Computer Science and Engineering) has been gratefully received by me on 24th Dec 2007.

2. I am glad to be part of the well acclaimed SCMS family and **I hereby accept your offer vide the reference above for the subject post**. As stipulated in your offer, I am attaching the copy of the offer letter duly signed by me in token of my acceptance of the terms and conditions mentioned in the reference.

3. I would like to join your reputed institution at the earliest. But let me bring into your kind notice that I am currently working with the Bangalore Centre of Hewlett-Packard (HP), an MNC. As per the terms and conditions of the employment with HP, I need to give at least one month notice period prior to my resignation from HP. I presume in spite of this condition, I would be able to expedite my resignation formalities with HP and **would be able to join SCMS at the earliest only by 21st January 2008.**

4. I would now appeal to you to kindly consider my request for extending the joining date and allow me to enter into duty by 21st January 2008.

5. I would also request you to kindly acknowledge my acceptance of the offer and also my request for extending the joining date.

Thanking you,

Yours truly,

Cochin-22
27th Dec 2007

Arshey.M
Sreevihar
Vidyanagar Road
Cochin University P.O
Cochin-682022, Kerala.
Email: arshi_sm85@yahoo.co.in
Mobile: 09946060615

Copy to:
1. Mr. N.C George (Vice Chairman)
2. Mr. Pradeep P Thevannoor (Director)

S
This is OK.
She has accepted
hermitted to join on
21st Jan. 2008.

MLG
07/12/07



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
 Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

SSET/1/07/2162

17.12.2007.

Ms. Bini Oomman,
 Puthenpuramanni,
 Madanthamon,
 Naranammozhy P.O., Ranni,
PATHANAMTHITTA.

Madam,

Sub: Offer of appointment.
 Ref: Your application.

Further to the above and the interview you had with us, we have pleasure to offer you appointment as Lecturer(Computer Science & Engg.) subject to the following conditions.

- You will be on probation for a period of one year from the date of joining.
- You will be paid a salary of Rs.17,000/- p.m. as below.

Scale of pay	-	8000-275-13500	
Basic pay	-		Rs. 9,100.00
DA	-		Rs. 4,550.00
Personal Pay	-		Rs. 3,350.00
			<u>Rs 17,000.00</u>
- On completion of one year service and subject to confirmation you will be eligible for DA at 65% and on completion of two years the DA applicable will be 75% of basic salary.
- On satisfactory completion of probation you will be confirmed in service.
- Your services are liable to be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation.
- You will be governed by the rules and regulations applicable to faculty members of SCMS School of Engineering & Technology.
- You may join within 30 days from the date of this order.
- At the time of joining you have to produce certificates in support of age, qualification and experience and deposit the same with us.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

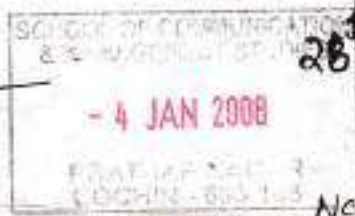
Yours faithfully,

A.K. KESAVA PILLAI
 GROUP DIRECTOR

With reference the telephonic discussion with Subst. Chairperson, I will resume the job on

28th January 2008

31/12/07. (Bini Oomman)



CAMPUS: VIDYA NAGAR, PALISSERY, KARUKUTTY, COCHIN-683 582, PHONE: 0484-2450330, 2451907, FAX: 91-484-2450508

Website: scmsgroup.org

*S For cv file
 NCG 4/1/08*



SCMS

SCHOOL OF ENGINEERING & TECHNOLOGY

PROMOTED BY PRATHAP FOUNDATION FOR EDUCATION AND TRAINING

VIDYA NAGAR, PALISSERY, KARUKUTTY, ERNAKULAM-683 582, PHONE: 0484-2450330, 2451907

SSET/1/03/974

June 5, 2003.

Ms. Sindhya K. Nambiar,
Karunalayam,
Pullalika Road,
N.A.D. P.O.,
ALUVA - 683 563.

Madam,

Sub: Offer of appointment as Faculty.
Ref: Your application for employment.

Further to the above and the interview you had with us, we have pleasure to offer you appointment subject to conditions given below:

1. This offer is for a contract appointment as Lecturer(Computer Science & Engineering).
2. The period of contract will be upto 31st March, 2004 from the date of joining.
3. There will be a mid-term review of performance at the end of six months and if found that performance is not satisfactory there will be immediate termination of contract.
4. You will be paid a consolidated monthly remuneration of Rs.7000/-.
5. Please note that this contract can be terminated with one month's notice.
6. In order to ensure uninterrupted teaching for the benefit of students we expect you not to ask for relief during a semester period.
7. You will be governed generally by the rules and regulations applicable to the faculty members except where specifically prescribed differently.
8. Date of joining will be intimated separately.
9. At the time of joining you have to produce certificates in support of age, qualification and experience.

Kindly return the duplicate copy of this order duly signed in token of your acceptance of the terms and conditions.

Thanking you,

Yours faithfully,


PRADEEP P. THEVANNOOR
DIRECTOR


s/

AFFILIATED TO MAHATMA GANDHI UNIVERSITY, KOTTAYAM

CORPORATE OFFICE: MANAGEMENT HOUSE, S. KALAMASSERY, KOCHI-682 033, INDIA

Phone: 91-484-2556315/2558502, 2551427, Fax: 91-484-2540482, E-mail: scms@vsri.com

Received


Sindhya K. Nambiar
19/6/03

To Rev P. K. K.

NCC 19/6/03



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

SSET/1/11/0967

11.05.2011.

Ms. Neenu Sebastian,
Amprayil House,
Bharananganam P.O.,
KOTTAYAM – 686 578.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor(Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.30,000/- p.m subject to production of M.Tech. certificate. Till then your salary will be Rs.24,000/- p.m. as per details below:

Scale of pay	-	15600-450-39100	
Basic pay	-		Rs.15,600.00
Academic Grade Pay	-		Rs. 6,000.00
Personal Pay	-		Rs. 2,400.00
			<hr/>
			Rs.24,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

[Handwritten Signature]
13/6

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 01.06.2011.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name :

Date :

Neenu
Neenu Sebastian
26.05.2011



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CAMPUS: VIDYA NAGAR, PALISSERY, KARUKUTTY, COCHIN-683 582, PHONE: 0484-2450330, 2451907, FAX: 91-484- 2450508

SSET/1/11/0966

11.05.2011.

Ms. Litty Koshy,
Muckeranathu House
Thumpamon P.O.,
PATHANAMTHITTA.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor(Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.30,000/- p.m subject to production of M.Tech. certificate. Till then your salary will be Rs.26,000/- p.m. as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.15,600.00
Academic Grade Pay	-	Rs. 6,000.00
Personal Pay	-	Rs. 4,400.00
		<u>Rs.26,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106.

Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

Website: scmsgroup.org



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CAMPUS: VIDYA NAGAR, PALISSERY, KARUKUTTY, COCHIN-683 582, PHONE: 0484-2450330, 2451907, FAX: 91-484-2450508

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 01.06.2011.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : LITTY KOSH Y

Date : 01.06.2011



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

SSET/1/12/1356

15.06.2012.

Ms. Shilpa P.C.,
'Chithralayam',
Valuchira, Vadackal P.O.,
ALAPPUZHA - 688 003.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor (Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.30,000/- p.m as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.16,500.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 800.00
Personal Pay	-	Rs. 3,500.00

Rs.30,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

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Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

-: 3:-

DATE OF JOINING

Your expected date of joining will be 18.06.2012.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.


For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature: 
Name : SHILPA P.C
Date : 18/06/2012



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@scmsgroup.org

SSET/1/12/1355

15.06.2012.

Ms. Rosebell Paul,
Kiriyanthan House,
Nayarambalam,
ERNAKULAM - 682 509.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor (Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.32,000/- p.m as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.17,400.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 800.00
Personal Pay	-	Rs. 4,600.00

Rs.32,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsni.com

-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@vsnl.com

-: 3:-

DATE OF JOINING

Your expected date of joining will be 18.06.2012.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : Ms. Rosebell Paul

Date : 18th June 2012



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623897, Fax: 91-484-2623855, E-mail: scms@scmsgroup.org

SSET/1/12/1476

29.06.2012.

Ms. Binu John,
Baby Villa,
South Street,
Narakkal - 682 505,
ERNAKULAM DIST.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us, we are pleased to confirm our offer of appointment to you as 'Asst. Professor (Computer Science & Engg.)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.30,000/- p.m as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.16,500.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 800.00
Personal Pay	-	Rs. 3,500.00

Rs.30,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and thereafter with one month's notice on either side. You can leave the service only with one month's notice during probation. This provision is intended to safeguard the academic interests of the students.

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@scmsgroup.org

-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN - 683 106
Phone: 91-484-2623803, 2623804, 2623885, 2623887, Fax: 91-484-2623855, E-mail: scms@scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 02.07.2012.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : BINU JOHN

Date : 30.06.2012



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE
An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106.
Phone: 91-484-2623803 (30 Lines) Fax: 91-484-2623855, E-mail: scms@scmsgroup.org
Website: scmsgroup.org

SSET/I/13/1225

10.06.2013.

Ms. Asha S.,
Makkattil House,
Kunnappilly P.O.,
Chalakyady,
THRISSUR - 680 311.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 29.05.2013, we are pleased to confirm our offer of appointment to you as 'Asst. Professor (Computer Science & Engg)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.35,000/- p.m subject to production of M.Tech. certificate. Till then your salary will be Rs.30,000/- p.m. as per details below:

Scale of pay - 15600-450-39100

Basic pay	-	Rs.16,050.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 800.00
Personal Pay	-	Rs. 3,950.00
		<u>Rs.30,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining.

On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any staff member can be terminated without notice at any time during the period of probation and thereafter with one month's notice or one month's salary in lieu of notice period on either side. You can leave the service only with one month's notice or one month's salary in lieu of notice period during probation.

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803 (30 Lines) Fax: 91-484-2623855, E-mail: scms@scmsgroup.org
Website: scmsgroup.org

-: 2:-

However, in the event of your resignation, you have to give one month notice or one month's salary in lieu of notice. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2623803 (30 Lines) Fax: 91-484-2623855, E-mail: scms@scmsgroup.org
Website: scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 24.06.2013.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS GROUP OF EDUCATIONAL INSTITUTIONS

A.K. KESAVA PILLAI
GROUP DIRECTOR

sj/

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : ASHA S

Date : 10-06-2013



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE, Govt. of India
An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/21/1136

30.10.2021

Ms. Neethu Krishna,
Prashobha,
Mekozhoor,
Pathanamthitta-689678.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 21.10.2021, we are pleased to confirm our offer of appointment to you as 'Assistant Professor - MCA'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.38,500/- p.m as per details below:

Scale of pay	-	15600-450-39100	
Basic pay	-		Rs.15,600.00
AGP	-		Rs. 6,000.00
HRA	-		Rs. 3,000.00
TA	-		Rs. 1,600.00
Children's Edu.Allowance	-		Rs. 200.00
Personal Pay	-		Rs.12,100.00

			<u>Rs.38,500.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with three month's notice or three month's salary in lieu of notice period on either side.

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SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/21/1137

30.10.2021

Ms. Athira Manikuttan,
Rohini,
Charamangalam,
Muhamma P.O.,
Alappuzha-688525.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 21.10.2021, we are pleased to confirm our offer of appointment to you as 'Assistant Professor – MCA'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.32,000/- p.m as per details below:

Scale of pay	-	15600-450-39100	
Basic pay	-	Rs.15,600.00	
AGP	-	Rs. 6,000.00	
HRA	-	Rs. 3,000.00	
TA	-	Rs. 1,600.00	
Personal Pay	-	Rs. 5,800.00	

		Rs.32,000.00	
		=====	

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with three month's notice or three month's salary in lieu of notice period on either side.

..... 2





SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 2:-

However, in the event of your resignation after confirmation, you have to give one month notice or one month's salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates and deposit the same with us at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.

CAMPUS: VIDYA NAGAR, KARUKUTTY, ERNAKULAM-683576 PHONE: 0484-2882900, 2450330
E-mail: sset@scmsgroup.org • Website: www.scmsgroup.org/sset





SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 01.11.2021.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

05

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : ATHIRA MANICUTTAN.

Date : 01/11/2021.

CAMPUS: VIDYA NAGAR, KARUKUTTY, ERNAKULAM-683576 PHONE: 0484-2882900, 2450330
E-mail: sset@scmsgroup.org • Website: www.scmsgroup.org/sset





SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

30.05.2022

SSET/1/22/1429

Website: www.scmsgroup.org

Ms. Asha S.,
Chandraserri House,
Chettarickal,
Koratty P.O.,
Thrissur.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 11.05.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.35,000/- p.m during the period of probation.

Scale of pay - 15600-450-39100

Basic Pay	-	Rs. 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 8,600.00

		<u>Rs. 35,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

.....2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NCAE - Affiliated to APJ Abdul Kalam Technological University, Ernakulam and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRAATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91 484 2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining and deposit the same with us.

...3/-



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 3 :

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 01.06.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY


PROF. S. GOPAKUMAR
GROUP DIRECTOR.

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature: 

Name : ASHA.S

Date : 31-05-2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

16.06.2022

SSET/1/22/1476

Mr. Mahesh K.M,
Kadappana House,
Kunnumpuram Road,
Kakkanad-682030

Sir,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 11.05.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.45,000/- p.m during the period of probation.

Scale of pay - 15600-450-39100

Basic Pay	-	Rs. 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 18,600.00

		Rs. 45,000.00
		=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

.....2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

...3/-



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

: 3 :

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 21.06.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY


PROF. S. GOPAKUMAR
GROUP DIRECTOR.

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:



Name :

MAHESH K.M

Date :

21/06/2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Accredited by NAAC, Affiliated to APJ Abdul Kalam Technological University, Kerala and Approved by AICTE, Govt. of India
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CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/22/1515

13.07.2022

Ms. Sreemol R.,
Padmalayam House,
Thirumuppam,
Varapuzha P.O.- 683517

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 31.05.2022, we are pleased to confirm our offer of appointment to you as 'Teaching Assistant' -(Computer Science Department). The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.25,000/- p.m

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be designated as "Assistant Professor", on probation.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with one month notice or one month salary in lieu of notice period on either side.

However, in the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

..... 2



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 2:-

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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An ISO 9001:2015 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 18.07.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : Sreemol R

Date : 15/7/22



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Website: www.scmsgroup.org

25.07.2022

SSET/1/22/1539

Mr. Scaria Alex,
Pulikunnel,
Pizhaku palam,
Pizhaku, Ramapuram,
Kottayam-686651.

Sir,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 11.05.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.50,000/- p.m during the period of probation.

Scale of pay - 15600-450-39100

Basic Pay	-	Rs. 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 23,600.00
		<u>Rs. 50,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

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Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.



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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 3 :

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 01.08.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : SCARIA ALEX

Date : 26.07.2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

SSET/1/22/1541

26.07.2022

Ms. Seethal Prince E.,
Mattekkadan House,
Koratty-680308

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 20.07.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor – MCA'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.25,000/- p.m as per details below:

Scale of pay - 15600-450-39100

Basic Pay	-	Rs.15,600.00
HRA	-	Rs. 3,000.00
Children's Edu. Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs.. 4,600.00

Total	-	Rs.25,000.00
		=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with one month notice or one month salary in lieu of notice period on either side.

..... 2

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106

Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

-: 2:-

However, in the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

.....3.



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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 01.08.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR
as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : BEETHAL PRINCE E

Date : 27/7/2022.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/22/1558

04.08.2022

Ms. Surya S.G.,
Thelappillil House,
Koratty East P.O.,
Thrissur Dist-680308.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 09.06.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.35,000/- p.m during the period of probation.

Scale of pay - 15600-450-39100

Basic Pay	-	Rs . 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 8,600.00

		Rs. 35,000.00
		=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

...3/-



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Website: www.scmsgroup.org

: 3 :

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

DATE OF JOINING

Your expected date of joining will be 10.08.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : SURYA S.G

Date : 05/08/2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

SSET/1/22/1543

12.08.2022

Ms. Greshma P. Sebastian,
Mangaly House,
Mookkanoor P.O.,
Angamaly.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 20.07.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor – MCA'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a total salary of Rs.25,000/- p.m as per details below:

Scale of pay - 15600-450-39100

Basic Pay	-	Rs.15,600.00
HRA	-	Rs. 3,000.00
Children's Edu. Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs.. 4,600.00
Total	-	<u>Rs.25,000.00</u>

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation and resignation during probation period is with one month notice or one month salary in lieu of notice period on either side.

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org

Website: www.scmsgroup.org

-: 2:-

However, in the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice. The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

-: 3:-

DATE OF JOINING

Your expected date of joining will be 16.08.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : GRESHMA . P. SEBASTIAN

Date : 16.08.2022.



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE, Govt. of India
An ISO 9001:2008 Certified Institution

CORPORATE OFFICE: SCMS CAMPUS, PRATHAP NAGAR, MUTTOM, ALUVA, COCHIN-683 106
Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/22/1654

28.10.2022

Ms. Reshma K. V.,
Kalathil House,
North Paravoor,
Ernakulam-683513

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 18.10.2022, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (Computer Science)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.40,000/- p.m during the period of probation.

Scale of pay - 15600-450-39100

Basic Pay	-	Rs. 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 13,600.00

		Rs. 40,000.00
		=====

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation. Resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

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SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

...3/-



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 3:

DATE OF JOINING

Your expected date of joining will be 01.11.2022.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : RESHMA.K.V

Date : 31/10/2022



SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

SSET/1/23/1822

28.02.2023

Ms. Doney Daniel,
Kripa Mandiram,
Kunnicode P.O.,
Kollam-691508.

Madam,

Sub: Offer of appointment as 'Faculty'.

Reference to your application and subsequent interview you had with us on 31.01.2023, we are pleased to confirm our offer of appointment to you as 'Assistant Professor (CSE)'. The terms and conditions of appointment are as follows:

COMPENSATION

You shall be paid a consolidated salary of Rs.40,000/- p.m during the period of probation.

Scale of pay 15600-450-39100

Basic Pay	-	Rs. 15,600.00
AGP	-	Rs. 6,000.00
HRA	-	Rs. 3,000.00
Children's Edu.Allowance	-	Rs. 200.00
TA	-	Rs. 1,600.00
Personal Pay	-	Rs. 13,600.00
		<hr/>
		Rs. 40,000.00

Statutory taxes including Income Tax will be deducted at source as per the prevailing rules.

SERVICE CONDITIONS :

You will be on probation for a period of one year from the date of joining. On satisfactory completion of probation you will be confirmed in the service of the SCMS Group.

As per our service rules the services of any faculty member can be terminated without notice at any time during the period of probation, and resignation during probation period is with one month notice or one month salary in lieu of notice period on either side. In the event of your resignation after confirmation, you have to give one month notice or one month salary in lieu of notice on either side.

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Website: www.scmsgroup.org

: 2:

The date of relief on account of resignation, however, should synchronize either with the commencement or with the closure of a semester as relief during a semester period is not permitted. This provision is intended to safeguard the academic interests of the students. The management may, at its sole discretion, relieve you even before the expiry of the notice period without any salary or notice pay for the remaining period.

TRANSFER

Your present place of work will be at Karukutty campus. But your services can be transferred to any of the institutions under the SCMS Group in India or abroad based on the requirements of the institution or exigencies of work from time to time.

As a member of faculty at SSET, you are required to associate with Social outreach / Research and related activities undertaken by SSET.

LEAVE

You will be governed by the leave policy of SCMS School of Engineering & Technology that is in force from time to time.

EXCLUSIVITY

Your position is a full time employment with the institution and you shall devote yourself exclusively to the business of the institution. You shall not take up any other work for remuneration or be interested directly or indirectly in any other trade during the employment with this institution without permission in writing from the management.

DECLARATIONS AND INFORMATION

This offer of appointment is made based on the information furnished by you regarding your personal data, educational qualifications and experience. You have to produce the original certificates at the time of joining.

CONTACT INFORMATION

You will keep the institution informed of your telephone number (land line and mobile), email, fax, postal address or any other means of communication including changes that may occur during the period of your employment. In the absence of the same, SCMS Group will in no way be responsible for any failure in communicating with you.

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Phone: 91-484-2628000 E-mail: scms@scmsgroup.org
Website: www.scmsgroup.org

: 3:

DATE OF JOINING

Your expected date of joining will be 06.03.2023.

We welcome you to SCMS family and look forward to a fruitful association.

With Best Wishes.

For SCMS SCHOOL OF ENGINEERING & TECHNOLOGY

DR. RADHA THEVANNOOR
REGISTRAR & GROUP DIRECTOR

as

ACCEPTANCE

I have read and fully understood the above terms and conditions and I accept the same.

Signature:

Name : Doney Daniel.

Date : 02/03/2023