



**Centurion**  
**UNIVERSITY**

No: CUTM/Reg.Off./Per/ Rec.Fac./2020

Date: 22/12/2020

**APPOINTMENT ORDER**

To  
Dr. Tanuja Biswal  
Plot No.4706/5651, Gajapati Nagar, Sainik School Road  
Bhubaneswar – 751005  
E-mail ID: [tanuja.biswal1952@gmail.com](mailto:tanuja.biswal1952@gmail.com)  
Mob : 9437479117

Dear Dr. Tanuja Biswal,

The Centurion University of Technology and Management(CUTM), Odisha is pleased to appoint you as **“Professor”** in the Department of Zoology, School of Applied Sciences at Bhubaneswar Campus, Jatni. The appointment shall come into effect from **22<sup>nd</sup> December 2020**. The appointment will be governed by the following terms and conditions:

**1. JOB DESCRIPTION:**

- ✓ You would be required to teach theory courses and Laboratory courses either Online or Offline as per the requirement of the University.
- ✓ It is desirable that you will publish at least one conference paper and one article in a referred journal per year.
- ✓ It is desirable that as a advisor/ mentor, you would guide faculty members of your school to take up at least one R&D / Consulting / extension project in your area of expertise per year. However all such projects must be prior approved by the Dean of School and must be routed through the University.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

**2. REMUNERATION :**

- ✓ You will be paid a monthly Consolidated remuneration of **Rs.25,000/-** (Rupees Twenty Five Thousand only) per month.

**3. REVISION CLAUSE :**

- ✓ This appointment is valid for a period of One Year.
- ✓ The appointment will be reviewed and renewed after one year based on the performance and vacancy.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

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*Anita Patra*

Paralakhemundi Campus : At - Village Alluri Nagar, P.O - R Sitapur, Via - Uppalada, Paralakhemundi - 761 211, Dist: Gajapati, Odisha, Phone: (06815) 222999  
Bhubaneswar Campus : At - Ramachandrapur, P.O - Jatni, Bhubaneswar - 752050, Dist: Khurda, Odisha, Phone: (0674) 2492496  
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**4. SEPARATION :**

- ✓ The employee can separate from this contract with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.

**5. ADMINISTRATION :**

- ✓ For the purpose of this appointment, the Dean shall be the administrative and reporting authority, the Vice Chancellor, CUTM shall be the appellate authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You have to produce all original certificates at the time of joining for verification.

Please sign a copy of this letter as a token of your acceptance.

*Anita Palra*

**REGISTRAR**

Copy to: Establishment section, A/c section.