



भारत सरकार / GOVERNMENT OF INDIA

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कौशल विकास एवं उद्यमशीलता मंत्रालय / Ministry of Skill Development and Entrepreneurship
प्रशिक्षण महानिदेशालय / Directorate General of Training

क्षेत्रीय कौशल विकास एवं उद्यमशीलता निदेशालय जम्मू & कश्मीर और लद्दाख
Regional Directorate of Skill Development and Entrepreneurship J&K and Ladakh

राष्ट्रीय कौशल प्रशिक्षण संस्थान (महिला)

NATIONAL SKILL TRAINING INSTITUTE (WOMEN)

भोर (चट्टा सड़क), रीन पैलेस के पास, डाकघर भौर कैंप, जम्मू -181 101

Bhour (Chatha Road), Near Reen Palace, P/O Bhour Camp, Jammu -181 101(UT of J&K)

e-mail: nsti-jammu@dgt.gov.in , Website: www.nstijammu.dgt.gov.in , Phone No: +91-0191-2263777

No. : NJ-T-11020/1/2023/LTT/CITS/ 13745/121

Dated: 15/11/2023

To

Ms. Shivani Sharma,
H.No.110, Lane No. 11/C,
Shiv Nagar, Near National Public School,
Jammu-180 001
Tah & Dist –Jammu (UT of J& K)
e-mail ID: shivanisharma20201@gmail.com

Subject: Engagement of Guest Faculty: - regarding.

Madam,

In pursuance to the advertisement No.:NJ-T-11020/1/2023/LTT/CITS/95,dated 10/10/2023 of this Institute and as per the recommendation of Selection Committee held on 07/11/2023, you are hereby engaged as Guest Faculty to conduct the **Trade Theory and Trade Practical Classes** for “**Office Management Trade**” on hourly basis under Crafts Instructor Training Scheme (CITS) as per scheduled / Timetable initially with effect from 16/11/2023 up to 31/12/2023 for 4 hrs per day (i.e. 09:00 AM to 01:00 PM) and may be further extended upto end of training session 2023-24.

You are hereby engaged for the above period as a Guest Faculty on the following terms and conditions:

1. You will be paid honorarium @ Rs. 250/- per hour & not more than Rs.30,000/- per month.
2. You will not be entitled for any other benefits for the above task.
3. Your service will be purely on temporary basis and you can't claim for permanent job.
4. Your engagement can be terminated at any time without assigning any reason.

If above terms & conditions are accepted, then you may report this institute on 16/11/2023 at 9.00 AM and carry out the above cited work accordingly.

This issue with the approval of Competent Authority of RDSDE J&K and Ladakh, Jammu.

(V. Babu)
Joint Director/ HoO

Copy to:

1. The Regional Director /HOD, RDSDE, J & K and Ladakh, Jammu
2. The Principa I/ DD(SJW) , NSTI (W), Jammu.
3. The DDO /AD(GS), Accounts Section, J & K and Ladakh, Jammu
4. The PAO, PAO, MSDE ,New Delhi
5. The Section-in-Charge (GRB), CITS- OM Trade, NSTI(W), Jammu.
6. Guest faculty engagement file.

Signed by V Babu
Date: 15-11-2023 13:10:02
Reason: Approved