



CIDER International School

(A concern of CIDER Education Services Limited)

Ref: CIS/2377/19

Date: 02/04/2019

Ms. Shati Biswas
130 No. Dewan Bari Hill,
Dewan Bazar, GPO-4000,
Chittagong.

Sub: Letter of Appointment as "Teacher".

Dear Ms. Shati Biswas,

With reference to your application and subsequent interview with us, we are pleased to appoint you as "Teacher" on the following terms and conditions, subject to you being found medically fit:

- A. **Date of Appointment:** Your appointment will be effective from the 3rd April, 2019.
- B. **Type of Appointment:** You will be on probation for a period of 6(six) months, which may be extended. During the probation period including extended period, if any, your service may be terminated without notice or assigning any reason. On satisfactory completion of the probation period your service will be reviewed further.
- C. **Salary:** You will be paid a monthly consolidated salary of Tk.18,000/- (Eighteen thousand) only.
- D. **Private Tuition:** You shall not engage yourself in private tuition involving students of this School by any mean.
- E. **Rules and Regulations:** You shall abide by the rules and regulations of CIDER International School as in force from time to time.
- F. **Duties & Responsibilities:** You will carry out your duties and responsibilities as assigned by the concerned Head of Department/Academic Co-ordinator/Vice Principal/Principal.
- G. **Condition of Resignation:** You have to give one month notice to the school if you wish to resign from your services during your Probation period and if you wish to resign after receiving confirmation letter, you need to serve two months notice.

On the day of joining you are required to submit your medical fitness certificate from registered Govt. Doctor.

If you accept our offer on the above terms, please sign the duplicate copy of the letter as token of acceptance and return it to us. You will submit your joining report to the Principal on the day of joining.

Yours sincerely,

(G.C. Tripathi)
Principal

Copy to: 1. Accounts Dept.
2. Head-HR
3. Personal File

I have carefully read the above
and hereby accept the same.

SHATI BISWAS

(Name in Capital and Date)

shati Biswas