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# State Health Systems Resource Centre,

Thycaud, Thiruvananthapruam.

No. SHSRC/393/FIN2/2024/COPD

State Health Systems Resource Centre, Thycaud, Thiruvananthapruam. Dated: 21.08.2024

То

Ms. Anna Blarin Valiyamarathingal H) Gothuruth PO, Ernakulam, Kerala - 683516

Dear Candidate,

Sub: Appointment for the post of **Project Technical Support -II** under ICMR- COPD (NICE) Project- posting order issued -reg

Ref: 1. Interview conducted on 18/07/24

2. Willingness letter of Ms. Anna Blarin dtd 21-08-24.

Consequent upon your selection made by the selection board after the interview conducted on 18/07/2024 and the willingness vide refed 2nd above, you are hereby offered the post of **Project Technical Support-II** in the ICMR-COPD (NICE) study under State Health Systems Resource Centre-Kerala (SHSRC-K) society, Thiruvananthapruam on contract basis until 14/04/2025 with consolidated pay of **Rs. 20,000/+18% HRA per month**, **subject to the following conditions**.

## 1. You are expected to join duty before the undersigned on or before 02.09.2024.

- 2. The contract may be extended further up to a maximum of 3 years depending on satisfactory performance and subject to continuation of the project
- 3. The terms of your appointment will be as given in the *Terms of Contract* document attached to this offer letter (Form-I) and sign in stamp paper worth Rs. 200/- at the time of joining your duties under the Society.
- 4. Other conditions of your service under the Society will be governed by such rules as may be adopted by the Society from time to time.
- 5. Please note that your appointment is also subject to:
- i. Production of a certificate of fitness from the Competent Medical Authority viz. Civil Surgeon in the prescribed form enclosed (Form-II)
- ii. Submission of declaration in the prescribed form **(Form-III)**. In the event of a candidate having more than one spouse living or being married to a person having more than one spouse living, the appointment will be subject to his/her being exempted from the enforcement of the general rule in this behalf.
- iii. Taking of an oath of allegiance/ faithfulness to the Constitution of India (Or making of a solemn of affirmation to the effect) in the prescribed form attached **(Form-IV)**.
- iv. Production of the original certificates:

- a. Certificate of educational and other technical qualifications
- b. Certificate of age.
- c. Character certificate in the prescribed form (Form-V) from the Head of Educational Institution last attended by him /her or a similar certificate from his/her present employer.
- d. Discharge certificates in the prescribed form from previous employer, if any.
- 6. If any declaration given or information furnished by you proves to be false or if you are found to have willfully suppressed any material/information, you will liable to be removed from the said post under the Society and such other action as the Society may deem necessary.
- Please communicate your acceptance or otherwise to the undersigned within 5 days of the receipt of this Offer Letter and thereafter appear before the Executive Director, (SHSRC).
  You will be in the administrative control of Executive Director, State Health Systems Resource Centre, Thycaud, Thiruvananthapruam.
- 8. If you fail to join your duties with in the stipulated time, the offer of appointment made to you is liable to be treated as cancelled.
- 9. No traveling allowance will be allowed to join the appointment.

Yours faithfully,

Executive Director

# **Approval Valid**

Digitally Approved By Dr.Jithesh V Date: 28,08,2024 Reason: Approved

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The document is digitally approved. Hence signature is not needed.



# Letter of Appointment - Navya Paul

1 message

**Chaitanya's Aryarjun Foundation** <keralachaitanya@gmail.com> To: Navya Paul <navyapaulp@gmail.com> Cc: Antoney Augustine <anto\_aug@rediffmail.com>, Arjun Roney <chaitanya.rony@gmail.com> Sat, 18 May 2024 at 3:17 pm

### **Chaitanya Institute for Mental Health**

Khadi Machine, Pune www.chaitanyarehab.com

#### Sub: Letter of Appointment

#### Hi, Navya Paul

This refers to your application and subsequent interview with us on 15th May'24 at Christ College, Irinjalakuda Autonomous. We are pleased to inform you that you have been selected for the post of Residential Psychiatric Social Worker with a commitment for 2 years.

Your date of commencement of Employment will be on **20th June 2024**. You should report to Anto Augustine (Project Coordinator) at CHAITANYA INSTITUTE FOR MENTAL HEALTH, Bhagat Puram, Srv.No.: 31/A, Kondhwa BK, Near Khadi Machine Chowk, Pune – 48. You are requested to contact Anto (09763130364) one day before reaching Pune.

You will be entitled to receive a Gross Salary of 12,000 per month for the first year and 14,000 per month for the second year along with the benefit of free food and accommodation during the period of your employment with us.

Please bring along the below listed documents:

- a. Copy of the Letter of Appointment
- b. Original Academic Certificate (SSLC/DEGREE/MSW)
- c. Photo and Address proof certificate
- d. 2 Passport size photos

Your employment would be subject to the terms and conditions, which will be issued to you on your joining date.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey. We assure you of our support for your professional development and growth.

For Chaitanya Institute for Mental Health

Cince K John

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With regards...

Chaitanya: Centre for Psychosocial Rehabilitation, Cochin 0773-6900092, 08921378071



### Letter of Appointment - Clara MX

2 messages

**Chaitanya's Aryarjun Foundation** <keralachaitanya@gmail.com> To: Clara M.X <claramx2003@gmail.com> Cc: Antoney Augustine <anto\_aug@rediffmail.com>, Arjun Roney <chaitanya.rony@gmail.com> Sat, 18 May 2024 at 3:20 pm

#### Chaitanya Institute for Mental Health

Khadi Machine, Pune www.chaitanyarehab.com

#### Sub: Letter of Appointment

Hi, Clara MX

This refers to your application and subsequent interview with us on 15th May'24 at Christ College, Irinjalakuda Autonomous. We are pleased to inform you that you have been selected for the post of Residential Psychiatric Social Worker with a commitment for 2 years.

Your date of commencement of Employment will be on **20th June 2024**. You should report to Anto Augustine (Project Co-ordinator) at CHAITANYA INSTITUTE FOR MENTAL HEALTH, Bhagat Puram, Srv.No.: 31/A, Kondhwa BK, Near Khadi Machine Chowk, Pune – 48. You are requested to contact Anto (09763130364) one day before reaching Pune.

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Please bring along the below listed documents:

- a. Copy of the Letter of Appointment
- b. Original Academic Certificate (SSLC/DEGREE/MSW)
- c. Photo and Address proof certificate
- d. 2 Passport size photos

Your employment would be subject to the terms and conditions, which will be issued to you on your joining date.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey. We assure you of our support for your professional development and growth.

For Chaitanya Institute for Mental Health

Cince K John

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With regards...

Chaitanya: Centre for Psychosocial Rehabilitation, Cochin 0773-6900092, 08921378071

**Clara M.X** <claramx2003@gmail.com> To: Chaitanya's Aryarjun Foundation <keralachaitanya@gmail.com> Sun, 19 May 2024 at 12:22 am

Respected sir,

I hope this message finds you well.

I am writing to express my gratitude for the offer to join Chaitanya Institute for Mental Health as a Residential Psychiatric Social Worker. I am pleased to accept the position and look forward to commencing my employment on 20th June 2024.

I will ensure to bring the listed documents and will contact Mr. Anto Augustine one day before my arrival in Pune. However, I would like to inform you that my original graduation certificate is currently with my college. I can bring a copy of the certificate for the time being. Please let me know if that will suffice.

Thank you once again for this opportunity. I am eager to join the team and start this new journey.

Best regards,

Clara M.X [Quoted text hidden]



### Letter of Appointment - DILJA PD

1 message

**Chaitanya's Aryarjun Foundation** <keralachaitanya@gmail.com> To: Dilja Dinesh <diljadineshpanthayi@gmail.com> Cc: Arjun Roney <chaitanya.rony@gmail.com>, Antoney Augustine <anto\_aug@rediffmail.com>

Chaitanya Institute for Mental Health

Khadi Machine, Pune www.chaitanyarehab.com

#### Sub: Letter of Appointment

Hi, DILJA PD

This refers to your application and subsequent interview with us on 15th May'24 at Christ College, Irinjalakuda Autonomous. We are pleased to inform you that you have been selected for the post of Residential Psychiatric Social Worker with a commitment for 2 years.

Your date of commencement of Employment will be on **21st June 2024**. You should report to Anto Augustine (Project Co-ordinator) at CHAITANYA INSTITUTE FOR MENTAL HEALTH, Bhagat Puram, Srv.No.: 31/A, Kondhwa BK, Near Khadi Machine Chowk, Pune – 48. You are requested to contact Anto (09763130364) one day before reaching Pune.

You will be entitled to receive a Gross Salary of 12,000 per month for the first year and 14,000 per month for the second year along with the benefit of free food and accommodation during the period of your employment with us.

Please bring along the below listed documents:

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- b. Original Academic Certificate (SSLC,DEGREE,MSW)
- c. Photo and Address proof certificate
- d. 2 Passport size photos

Your employment would be subject to the terms and conditions, which will be issued to you on your joining date.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey. We assure you of our support for your professional development and growth.

For Chaitanya Institute for Mental Health

Cince K John

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With regards...

Chaitanya: Centre for Psychosocial Rehabilitation, Cochin 0773-6900092, 08921378071

Sat, 1 Jun 2024 at 3:50 pm



# Letter of Appointment - ATHULYA MS

1 message

**Chaitanya's Aryarjun Foundation** <keralachaitanya@gmail.com> Sat, 1 Jun, 2024 at 3:48 pm To: Athulya MS <msathulya326@gmail.com> Cc: Arjun Roney <chaitanya.rony@gmail.com>, Antoney Augustine <anto\_aug@rediffmail.com>

Chaitanya Institute for Mental Health Khadi Machine, Pune www.chaitanyarehab.com

# Sub: Letter of Appointment

Hi, ATHULYA MS

This refers to your application and subsequent interview with us on 15th May'24 at Christ College, Irinjalakuda Autonomous. We are pleased to inform you that you have been selected for the post of Residential Psychiatric Social Worker with a commitment for 2 years.

Your date of commencement of Employment will be on **21st June 2024**. You should report to Anto Augustine (Project Co-ordinator) at CHAITANYA INSTITUTE FOR MENTAL HEALTH, Bhagat Puram, Srv.No.: 31/A, Kondhwa BK, Near Khadi Machine Chowk, Pune – 48. You are requested to contact Anto (09763130364) one day before reaching Pune.

You will be entitled to receive a Gross Salary of 12,000 per month for the first year and 14,000 per month for the second year along with the benefit of free food and accommodation during the period of your employment with us.

Please bring along the below listed documents:

- a. Copy of the Letter of Appointment
- b. Original Academic Certificate (SSLC, DEGREE, MSW)
- c. Photo and Address proof certificate
- d. 2 Passport size photos

Your employment would be subject to the terms and conditions, which will be issued to you on your joining date.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey. We assure you of our support for your professional development and growth.

For Chaitanya Institute for Mental Health

Cince K John

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With regards...

Chaitanya: Centre for Psychosocial Rehabilitation, Cochin 0773-6900092, 08921378071



# YOGINIMATHA SEVAKENDRAM

(Reg.No. 197/2007) P.O.Chuloor, Thrissur Dist, Kerala, India. Pin : 680 567

Date: 25/06/2024

Dear Ms Anagha,

We refer to your application dated 12th June 2024 and further to the interview, we are pleased to confirm your appointment as a Counsellor with effect from 1st July 2024.

The terms of your appointment are as follows:

- Your consolidated salary will be ₹10,000 per month.

- Your duties will include providing counselling services at Yoginimatha Balikasadanam, Sivayogini Balashramam, and Bhuvaneshwari Mathrumandiram.

Please confirm your acceptance of this offer by signing and returning a copy of this letter to us.

Yours faithfully,

Yoginimatha Sevakendram

lakow President.

Acceptance:

I, Anagha K, accept the offer of employment as outlined above.