



Ref: OSPL/HRD/2020-21/TEMP-EMP/2603-01

Date: 26/03/2021

To

Ms. Anju Mesharam

D/O: Dayashankar Mesharam
Magarpara Chowk Ambedkar Nagar
I/F Chandrikapure Ward Parshad Office
Bilaspur, Chhattisgarh - 495001
Phone No 9977773333

Dear Ms. Anju Mesharam,

Sub: Appointment Letter for Temporary Employment

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In pursuance of your application for job vacancy in our organization and further to our discussions, we are pleased to you appoint you for the position of **Assistant Librarian** with Ostilio Systems Private Limited ("Ostilio Systems" or the "company") on a **temporary basis**.

You are appointed on the temporary position till further orders/for a fixed term on a purely on temporary position from **01.04.2021 to 31.03.2023** subject to the following terms and conditions:

1. Your appointment is purely temporary. The temporary employment is only for the fixed term as mentioned above, and shall automatically come to an end after the period specified above and you will have no claim or right on the post thereafter.
2. You will be working out of the **Central Library at Bilaspur, Chhattisgarh** as a part of the project "*Selection of Agency for Design, Development, Implementation, Operation and Maintenance of Digital Library at Central Library for Bilaspur Smart City*". You will report to the Project Manager at our Head Office.
3. Your working hours are determined in accordance with working hours of Central Library, Bilaspur and as per the Company Policy.
4. You shall be paid fixed monthly Salary of **Rs 18,000/- (Rupees Eighteen Thousand Only)**. You will not be entitled to any other allowance etc over and above the same
5. You are entitled for the leaves as per the Company Policy and as per Central Library guidelines.
6. This offer for the position of Temporary Employment does not constitute and should not to be construed as, an offer or guarantee of regular or permanent employment in Ostilio Systems. You may terminate your Temporary Employment with the Company with 2 (Two) months advance written notice. However the Company may terminate your temporary employment at any time, with or without cause and with or without notice.

7. NATURE AND SCOPE OF SERVICES:

Ostilio Systems Private Limited

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