



**Anjuman-I-Islam's
Institute of Hospitality Management**
(Affiliated to the University of Mumbai)

92, Dr. Dadabhai Naoroji Road, Opp CSMT, Mumbai - 400 001.
Tel.: +91 22 2265 2272 / 2270 2997 • Website : www.anjumanihm.com
E-mail: principal@anjumanihm.com / rukshana.principal@anjumanihmct.org

2.4.1 (B) Management Approved teachers

Management Approved Teachers



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

1) Appointment letter of Dr. Rukshana Billimoria

Sami Khatib
President

Abbas M. Hetavkar
Vice-President

G. A. R. Shaikh
Vice-President

Mushtaq Antulay
Vice-President

Symbol of Secularism & National Integration



ANJUMAN-I-ISLAM

DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICES



Dr. Zahir I. Kazi
Hon. Gen. Secretary

Moiz Miyajiwala
Hon. Treasurer

Aqeel Hafiz
Hon. Jt. Secretary

Imran Furniturewala
Hon. Jt. Secretary

April 28, 2009.

Ref. 720

Mrs. Rukhsana Billimoria,
A.I.'s A.K. Hafizka Institute of Hotel
Management & Catering Technology,
92, Dr. D.N. Road,
Mumbai - 400 001.

Sub: Appointment as Principal

Dear Mrs. Billimoria,

With reference to the interview you had with us on 21-04-2009, we are pleased to offer you the Post of Principal for A.I.'s Institute of Hospitality Management, Mumbai - 400 001 with immediate effect on the following terms and conditions:

01. You will be on probation for a period of two years.
02. Your appointment is subject to approval from University of Mumbai
03. You will be paid a Basic Pay of Rs. 15,780/- in the pay scale of Rs. 12000-420-18300 and draw a total salary of Rs. 44,653/- per month as per the enclosure.
04. You will maintain liaison with Statutory Authorities like Government, University, All India Council of Technical Education (AICTE), Municipal Corporation etc.
05. Your services will not be considered as confirmed till you are informed in writing about the same.



[Signature]
Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

Sami Khatib
President

Abbas M. Hetaavkar
Vice-President

G. A. R. Shaikh
Vice-President

Mushtaq Antulay
Vice-President

Symbol of Secularism & National Integration



ANJUMAN-I-ISLAM
(ORGANIZED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)



Dr. Zahir I. Kazi
Hon. Gen. Secretary

Moiz Miyajiwala
Hon. Treasurer

Aqeel Hafiz
Hon. Jt. Secretary


Imran Furniturewala
Hon. Jt. Secretary

Ref. :

06. During the period of probation of 2 years as Principal, you can be reverted back to the post of Lecturer depending upon your performance.
07. You will be governed by the service conditions laid down by the University of Mumbai and also the rules and regulations as framed by Anjuman-I-Islam from time to time.
08. Your services are transferable to any other institute of the Anjuman-I-Islam conducting similar courses.

Please confirm your acceptance of this offer.

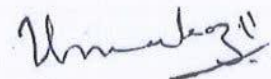
Regards,


SAMI KHATIB
PRESIDENT




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

CERTIFIED TRUE COPY



ADV. UMAR KAZI
(EXECUTIVE CHAIRMAN)

UMAR KAZI

Advocate, EX.M.L.A.

Special Executive Officer

Res. ; 3rd Flr. Arts, 211 Flr

Opp. P. C. College, 1st

Mumbai-400 061





THE ANJUMAN-I-ISLAM
(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)

Symbol of Secularism & National Integration

Anjuman - i - Islam's
A. K. HAFIZKA

Institute of Hotel Management & Catering Technology

BADRUDDIN TYABJI MARG, OFF 92, D.N. ROAD,
BOMBAY 400 001. Telegrams: ANJISLAM
Tel 262 01 77-262 16 10

Ref: HMCT/S-1/93/

Date: 19th November, 93.

To,

Ms. Rukshana K. Irani,
Amar Apartment,
Block No. 9, Opp. Kamani Eng,
Kurla (W),
Bombay - 400 070.

Sub: Appointment as Lecturer of
Anjuman-i-Islam's A. K. Hafizka
Institute of Hotel Management and
Catering Technology.

Madam,

With reference to your application and interview on 4th November, 1993, with the undersigned, we are pleased to inform you that you have been selected for the post of Lecturer of the Anjuman-i-Islam's A. K. Hafizka Institute of Hotel Management and Catering Technology, on the following terms and conditions with effect from 16th November, 1993:-

1. Your appointment will be on probation for one year from the date of your reporting for duty.
2. As Lecturer of the Institute, you will be subject to the general terms and conditions of the conduct and service rules in force, as framed and amended from time to time by the Anjuman-i-Islam.
3. Your service can be terminated by giving one month's notice or payment of one month salary in lieu thereof, on either side, subject to the conditions that the notice period to be given by you should not fall during the currency terms/instructional period. However, the Management reserves the right to terminate your services immediately at any time in the event of breach of discipline and conduct rules.
4. Your appointment is full time, and you shall not undertake any other employment anywhere else, while you are in service of this Institution, without the specific written permission from the Management.

CERTIFIED TRUE COPY

UMAR KAZI

Advocate, B.A.

Special Executive Officer

Res. ; Dept. of Hotel Management

Opp. B. K. Kamani Eng. T. D. Road



Principal
Anjuman-i-Islam's
Institute of Hospitality Management
Mumbai-01

...2/-



Anjuman - I - Islam's
A. K. HAFIZKA

Institute of Hotel Management & Catering Technology

THE ANJUMAN-I-ISLAM
(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)

Syncretism of Secularism & National Integration

BADRUDDIN TAYEB MARG OFF 92, D.N. ROAD,
BOMBAY 400 091. Telegrams ANJISLAM
Tel: 262 01 77 262 16 10

19th November, 1993.

- 2 -

5. In addition to the duties that may be assigned to you from time to time by the Management, you will be responsible for discharging the following specific duties :-

- i) Teaching as per norms ;
- ii) Instruction in laboratories ;
- iii) Students assessment and evaluation ;
- iv) Assisting in consultancy and research and development services ;
- v) Developing resources material and lab development ;
- vi) Co-curricular and extra-curricular activities ;
- vii) Assisting in departmental administration ;
- viii) You will be responsible for taking orders for Bread Rolls, Cakes, Party Catering etc. and executing them on time.

6. As Lecturer, you will be paid a consolidated salary of Rs. 3000/- (Rupees Three Thousand Only) per month.

Your are requested to confirm the acceptance of the appointment with the terms and terms and conditions, laid therein as above.

Yours faithfully,

M. Mario Gomes

Mr. Mario Gomes
Principal
Principal,

Anjuman-I-Islam Institute
of Hotel Management and
Catering Technology.

Dear Sir,

I accept the above offer of appointment under the terms and conditions contained therein. I report for duty on 16/11/93

R. K. Kazi

(Signature)

C.C. to:-

1. Mr. J. B. Hoodiwala
Administrative Officer,
Anjuman-i-Islam.

CERTIFIED TRUE COPY

UMAR KAZI

Advocate, EX.M.L.A.

Special Executive Officer

Res ; Bachi A. Tal. Flr., Flat No. 202,
222 Picnic Centre, J.P. Road, Versova,
Mumbai-400 061 Tel: 26361018



2) Appointment letter of Dr. Dilip Jadhav



123 YEARS OF SERVICE
THE ANJUMAN-I-ISLAM
(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)

Symbol of Secularism & National Integration

Anjuman-I-Islam's

A. K. HAFIZKA

Institute of Hotel Management
& Catering Technology

BADRUDDINTYABJI MARG, OFF 92, D. N. ROAD,
MUMBAI - 400 001. Telegrams : ANJISLAM
Tel.: 2652272 Fax : 2621610 - Telefax : 2632817

Ref.: HMCT/TS/1998-99/3343

Date : 9th February, 1999.

To,
Mr. Jadhav Dilip Janaji
Agane Chawl, 'L' Block
Prem Nagar, Janata Colony
Jogeshwari (East)
Mumbai - 400 060.

**Sub: Appointment as Librarian in the Anjuman-I-Islam's, A. K. Hafizka
Institute of Hotel Management & Catering Technology**

Dear Mr. Dilip,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Librarian in the Anjuman-I-Islam's, a. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 6th January, 1999 on the following terms and conditions :-

1. You will be on probation for a period of one year from the date of your reporting for duty.
2. As Librarian you will be paid a salary as per the prescribed by A. I. C. T. E. Scale 1400 - 40 - 1800 - EB - 50 - 2300.
3. As Librarian of the Institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended from time to time by the Anjuman-I-Islam's.
4. Your services are liable to be terminated by giving one month notice or payment of one month salary in lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current instructional period.

Contd.2/-

Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01





123 YEARS OF SERVICE
THE ANJUMAN-I-ISLAM
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A. K. HAFIZKA
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MUMBAI - 400 001. Telegrams : ANJISLAM
Tel.: 2652272 Fax : 2621610 - Telefax : 2632817

2

5. Your appointment is full-time assignment and you shall not undertake any other employment / anywhere else while you are in service of this institute, without the specific written permission from the management.
6. In addition to the duties that may be assigned to you from time to time by the Management, you will be responsible for discharging the following specific duties:-
 - Teaching as per norms.
 - Instruction in Library.
 - Students assessment and evaluation.
 - Assisting in consultancy and research and development service.
 - Developing resource material and laboratories development.
 - Co-curricular and extra-curricular activities.
 - Assisting in department administration.

You are requested to confirm in writing a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

Sami Khatib
Executive Chairman
Board for Professional Education

Abdul Sattar Zariwala
Hon. Jt. Secretary
Anjuman-I-Islam

Received the Appointment Letter &
Accepted the terms & conditions.



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

3) Appointment letter of Dr. Stephan Almeida



A.K. Hafizka Institute of Hotel Management & Catering Technology

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2004-2005/12&14

Date : 17th June, 2005.

To,
Mr. Stephan Alex Almeida
Alex Almeida House
Manickpur, Naupada,
Near Naupada Seva Mandal Library,
Vasai (West), Dist. Thane - 401 202.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. Stephan Almeida,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 4th July, 2005 on the following terms and conditions.

- 1) You will be on probation for a period of one year.
- 2) As Lecturer you will be paid salary as per the scale given below: -

Basic	:	Rs. 8000 - 275 - 13500.
D. A.	:	Rs. 4400/-
H. R. A.	:	Rs. 2400/-
C. C. A.	:	Rs. 300/-
T. A.	:	Rs. 800/-
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

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[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

2

- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam

I accept the Appointment Letter & terms
& conditions mentioned in it.

(Mr. Stephan Alex Almeida)

- c. c. to : 1) Hon. Jt. Secretary, Anjuman-I-Islam.
2) The Chief Account Officer, Anjuman-I-Islam.


Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

4) Appointment letter of Mrs. Anjali Chatterton



Anjuman-I-Islam's A.K. Hafizka Institute of Hotel Management & Catering Technology

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92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001. Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2005-2006/13388

Date : 15th December, 2005.

To,
Mrs. Anjali Chatterton
B-29, Jay Kiran,
Near Liberty Garden
Malad (West),
Mumbai – 400 064.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mrs. Anjali Chatterton,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as " Lecturer " in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 6th December, 2005 on the following terms and conditions.

- 1) You will be on probation for a period of one year.
- 2) As Lecturer you will be paid salary as per the scale given below: -
Scale : 8000 – 275 - 13500.
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

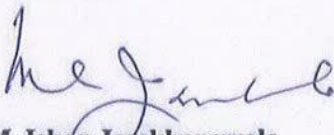
[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

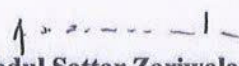
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- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,


Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam


Abdul Sattar Zariwala
Hon. Gen. Secretary,
Anjuman-I-Islam


Mrs. Anjali Chatterton
Received the Original and accepting
the terms & conditions.

c. c. to : 1) The Chief Account Officer, Anjuman-I-Islam




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

5) Appointment letter of Edricks D'mello



Anjuman-I-Islam's A.K. Hafizka Institute of Hotel Management & Catering Technology

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
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92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2007-2008/12840

Date: 30th June, 2007.

To,
Mr. D'Mello Edricks
3, Deepak Niwas,
Chakala Road,
Andheri (East),
Mumbai - 400 099

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. D'Mello Edricks,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Lecturer you will be paid salary as per the scale given below: -
Scale : 8000 - 275 - 13500.

Taking into consideration of your previous experience in the teaching field, the management is pleased to give you three increments from the date of joining.

- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
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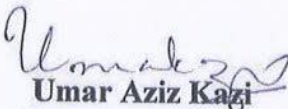
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- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

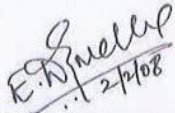
You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,


Sami Khatib
President
Anjuman-I-Islam

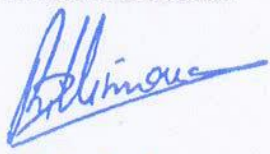

Umar Aziz Kazi
Executive Chairman

13/7/2007
Date of Joining


Mr. D'Mello Edricks
Received the Original and
accepting the terms & conditions.

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

6) Appointment letter of Mrs. Vinitha Raghuram



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
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92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmet.org> E-mail : principal@anjumanihmet.org

Ref.: HMCT/NTS-AL/2008-2009/15467

Date: 14th July, 2008

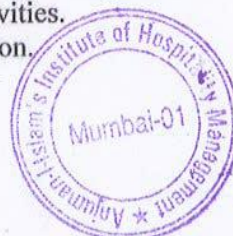
To,
Mrs. Vinitha Raghuram
Flat No. B-103, Jupiter,
Poonam Sagar Complex,
Mira Road (East) – 401 107
Dist. Thane.

Sub: Appointment as "Senior Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mrs. Vinitha Raghuram,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Senior Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Senior Lecturer you will be paid salary as per the scale given below: -
Scale : 10000 - 325 – 15200.
- 3) As Senior Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.
- 5) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
 - a) Students Assessments and Evaluations.
 - b) Assisting in Consultancy, Research and Development Services.
 - c) Developing Resource Materials and Lab. Development.
 - d) Co-curricular and Extra-curricular Activities.
 - e) Assisting in Departmental Administration.
 - f) Any other relevant duties as assigned.



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

Contd...2/-



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
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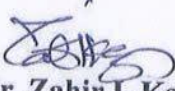
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92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmet.org> E-mail : principal@anjumanihmet.org

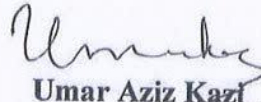
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- 6) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 7) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

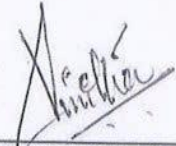
Yours sincerely,


Dr. Zahir I. Kazi
Hon. General Secretary
Anjuman-I-Islam


Umar Aziz Kazi
Executive Chairman


17/7/2008

Date of Joining


Mrs. Vinitha Raghuram
Received the Original and
accepting the terms & conditions.

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

7) Appointment letter of Mrs. Prachi Morwale



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001. Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org> E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2005-2006/12943

Date : 17th August, 2005.

To,
Mrs. Prachi B. Morwale
15th Vasant Bhuwan, 2nd Floor,
2nd Bhatwadi, Girgaon,
Mumbai - 400 004.

Sub: Appointment as "Faculty Associate" in the Anjuman-I-Islam's, A. K. Hafizka
Institute of Hotel Management & Catering Technology.

Dear Mrs. Prachi Morwale,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as " Faculty Associate " in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 17th August, 2005 on the following terms and conditions.

- 1) As a Faculty Associate you will be paid a consolidated salary of Rs. 11,000/- per month.
- 2) As Faculty Associate of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 3) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.
- 4) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.



Prachi Morwale
Contd...2/-

Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001. Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

2

- 5) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 6) Your confirmation in the service is subject to qualifying yourself as per the U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam

I accept the Appointment Letter & terms & conditions mentioned in it.

(Mrs. Prachi Morwale)

- c. c. to : 1) Hon. Jt. Secretary, Anjuman-I-Islam.
2) The Chief Account Officer, Anjuman-I-Islam.



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

8) Appointment letter of Mrs. Sneha Bhandare



Anjuman-I-Islam's A.K. Hafizka Institute of Hotel Management & Catering Technology

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2007-2008/12097

Date: 25th June, 2007.

To,
Ms. Lokam Sneha Suresh
C/205, RBI Quarters,
Maratha Mandir Road,
Mumbai Central,
Mumbai - 400 008.

Sub: Appointment as "Assistant Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Ms. Lokam Sneha,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Assistant Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Assistant Lecturer you will be paid salary as per the scale given below: -
Scale : 5000 - 150 - 8000.

Taking into consideration of your previous experience in the industrial field, the management is pleased to give you one increment from the date of joining.

- 3) As Assistant Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.
- 5) In addition to the duties that may be assigned to you from time to time by the Management you will be responsible for discharging the following specific duties:-

Contd....2/-



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



Anjuman-I-Islam's
**A.K. Hafizka Institute of Hotel Management
& Catering Technology**


[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
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Website : <http://www.anjumanihmct.org> E-mail : principal@anjumanihmct.org


2

- a) Instructions in Laboratories.
 - b) Students Assessments and Evaluations.
 - c) Assisting in Consultancy, Research and Development Services.
 - d) Developing Resource Materials and Lab. Development.
 - e) Co-curricular and Extra-curricular Activities.
 - f) Assisting in Departmental Administration.
- 6) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 7) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.

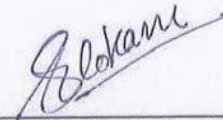
You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,


Sami Khatib
President
Anjuman-I-Islam



Umar Aziz Kazi
Executive Chairman

1st August, 07
Date of Joining


Ms. Lokam Sneha Suresh
Received the Original and
accepting the terms & conditions.

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

9) Appointment letter of Ms. Kainaz Dastoor



Anjuman-I-Islam's College of Hospitality Management Studies

(Affiliated to YCMOU - Nashik)

Ref No.: A.I.I.'s IHMCT/AO/2013-14/254

Date: 01st October, 2013

To,
KAINAZ R. DASTOOR
C/9, Cusrow Baug, S. B. Road,
Colaba Causeway, Mumbai – 400 001

Sub: Appointment as "Assistant Lecturer" in the Anjuman I Islam's College of Hospitality management Studies.

Dear Ms. Kainaz R. Dastoor,

With reference to your application and the subsequent interview you had with us, we are placed to appoint you as "Assistant Lecturer" in the Anjuman I Islam's College of Hospitality Management Studies with effect from 01st October, 2013 on the following terms and conditions.

1. As Assistant Lecturer you will be paid a Salary of Rs. 9300 + AGP 4500 in the scale of Rs. 9300-34800 besides other benefits, as applicable, if any, to the post during the period of probation.
2. It is to be clearly understood and agreed that you are appointed purely on probation for a period of one year and the probation period may be extended or determined earlier at the discretion of the Management/Governing body/Managing Committee/Appropriate Authority of the Institute shall be within its rights to terminate your services without any notice or assigning any reason thereof.
3. As Assistant Lecturer of the Institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman I Islam from time to time.
4. Your Appointment is full time and you shall not undertake any other employment or shall not engage in any work, professional either honorary or otherwise during the period of your employment as a probationer in the Institute.
5. You will be responsible for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.
6. In addition to the duties that may be assigned to you from time to time by the Management you will be responsible for discharging the following specific duties:-
 - i) Instructions in Laboratories
 - ii) Students Assessments and Evaluations
 - iii) Assisting in Consultancy, Research and Development Services
 - iv) Developing Resource Materials and Lab. Development
 - v) Co-curricular and Extra-curricular Activities
 - vi) Assisting in Departmental Administration



Kainaz R. Dastoor
Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

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1875

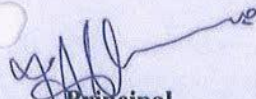
92, Dr. D. N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India | Phone: +91 22 22665 2272 | Fax: +91 22 22663 4686 | E-mail: principal@anjumanihmct.org

Contd..... Pg 2/-

7. You will observe the service rules/orders of the Management and your superiors and shall abide by the directions/instructions issued to you from time to time and will always work in the interest of the institution.
8. Your services are transferable to any of the Institutions under Anjuman I Islam's Management, now and in existence and which will open in future, even during the period of your probation.

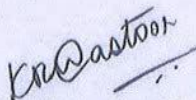
In case the above said terms and conditions are acceptable to you, please duly sign and return the copy of this letter intimating date of joining.

Yours sincerely,

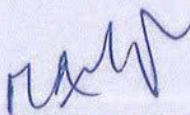

Principal
Harish R Suvarna


Principal
Rukshana Billimorai



Adv. Umar Kazi
Executive Chairman
Board for Professional Studies



Ms. Kainaz R. Dastoor
Received the Original & Accepting terms & condition


Mr. Mushtaq Antulay
Hon. Vice President
Anjuman-I-Islam




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

10) Appointment letter of Mrs. Aditi Desai



Anjuman-I-Islam's
Allana Institute of Management Studies &
A. K. Hafizka Institute of Hotel Management & Catering Technology
(Affiliated to University of Mumbai)

92, Dr D.N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India

Te Ref No. 2731.1's IHMCT/AO/2013-14/28833 4685

Web: www.anjumanihmct.org | E mail: rukshana.principal@anjumanihmct.org

Date: 15th January, 2014

To,
ADITI KUMAR DESAI
F-314, Rukmini Niwas, Nagagaon,
Dahisar (West), Mumbai – 400 068

Sub: Appointment as "Assistant Lecturer" in the Anjuman I Islam's Institute of Hospitality Management

Dear Ms. Aditi Kumar Desai,

With reference to your application and the subsequent interview you had with us, we are placed to appoint you as "Assistant Lecturer" in the Anjuman I Islam's Institute of Hospitality Management with effect from 01st February, 2014 on the following terms and conditions.

1. As Assistant Lecturer you will be paid a Salary of Rs. 9300 + AGP 4500 in the scale of Rs. 9300-34800 besides other benefits, as applicable, if any, to the post during the period of probation. You will be paid a Gross Salary of Rs. 35, 786/- (Rs. Thirty Five Thousand Seven Hundred Eighty Six Only) per month from the date of joining.
2. It is to be clearly understood and agreed that you are appointed purely on probation for a period of one year and the probation period may be extended or determined earlier at the discretion of the Management/Governing body/Managing Committee/Appropriate Authority of the Institute shall be within its rights to terminate your services without any notice or assigning any reason thereof.
3. As Assistant Lecturer of the Institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman I Islam from time to time.
4. Your Appointment is full time and you shall not undertake any other employment or shall not engage in any work, professional either honorary or otherwise during the period of your employment as a probationer in the Institute.
5. You will be responsible for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time.

Contd..... Pg 2/-

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17/1/14



Rukshana

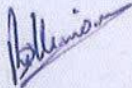
Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

SINCE
1875

6. In addition to the duties that may be assigned to you from time to time by the Management you will be responsible for discharging the following specific duties:-
- Instructions in Laboratories
 - Students Assessments and Evaluations
 - Assisting in Consultancy, Research and Development Services
 - Developing Resource Materials and Lab. Development
 - Co-curricular and Extra-curricular Activities
 - Assisting in Departmental Administration
7. You will observe the service rules/orders of the Management and your superiors and shall abide by the directions/instructions issued to you from time to time and will always work in the interest of the institution.
8. Your services are transferable to any of the Institutions under Anjuman I Islam's Management, now and in existence and which will open in future, even during the period of your probation.

In case the above said terms and conditions are acceptable to you, please duly sign and return the copy of this letter intimating date of joining.

Yours sincerely,



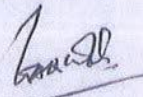
Rukshana Billimoria
Principal



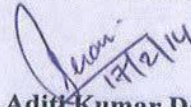
Harish Suvarna
Principal



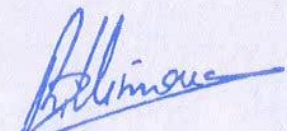
Adv. Umar Kazi
(Executive Chairman)
Board for Professional Studies



Mr. G A R Shaikh
(Hon. General Secretary)
Anjuman I Islam



Ms. Aditi Kumar Desai
Received the original and accepting the terms and conditions.



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



**Anjuman-I-Islam's
Institute of Hospitality Management**
(Affiliated to University of Mumbai)

92, Dr. D.N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India • Tel.: +91 22 2265 2272 / 2263 2817
Fax: +91 22 2263 4685 • Web: www.anjumanihmct.org • E-mail: rukshana.principal@anjumanihmct.org

Ref No.: A.I.'s IHM/AL/2022-2023/236

Date: 25th July, 2022

Name : MRS. POOJA S PEDNEKAR
Address : 503, NAV residency Society, Opp Savta Mali Hall,
Takka Road, Old Panvel ,Navi Mumbai – 410 206

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mrs. Pooja Pednekar,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "**Lecturer**" with effect from **01st September, 2022**. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "**Anjuman –I-Islam's Institute of Hospitality Management**"

Your position at the time of employment is **Lecturer**

You will report directly to the **Head of the Institution**

You will be paid a Salary Scale of **Rs. 9300 – 12840 - 34800 + AGP 4500**

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
12840.00	4500.00	17340.00	22889.00	5202.00	300.00	1600.00	47331.00

Area of Work:

- At the time of employment, you will work in the **Room Division Management**. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of **One Year** from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.



Principal

Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



**Anjuman-I-Islam's
Institute of Hospitality Management**
(Affiliated to University of Mumbai)

92, D. B. Road, Opp. C. S. I., Mumbai - 400 001, Maharashtra, India • Tel.: +91 22 2265 2272 / 2263 2817
Fax: +91 22 2260 1800 • Web: www.anjumanihm.org • E-mail: rukshana@anjumanihm.org
Holiday, Vacation and other Leaves: The entitlement of your holiday, vacation and other leaves will follow Organization's relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of pervious employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of pervious employment (If applicable)

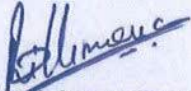
Training:

In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/international training assignments, you are liable to refund cost borne by the Organization for your training.

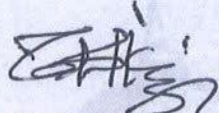
Validity of the Job Offer:

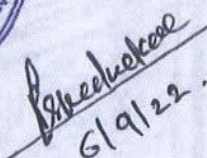
- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contact is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best


Dr. (Mrs) Rukshana Billimoria
Principal - All's IHM

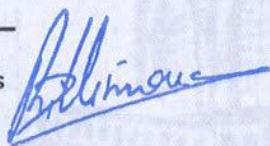



Dr. Zahir I. Kazi
Hon. President


6/9/22.

Mrs. Pooja S Pednekar
Received the Original and accepting the terms & conditions




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

12) Appointment letter of Mr. Manoj Satve



**Anjuman-I-Islam's
Institute of Hospitality Management**
(Affiliated to University of Mumbai)

Ref No.: A.I.'s IHM/AI/2022-2023/187
92, Dr. D.N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India • Tel.: +91 22 2265 2272 / 2263 2817
Fax: +91 22 2263 4685 • Web: www.anjumanihmct.org • E-mail: rukshana.principal@anjumanihmct.org

Date: 05th July, 2022

Name : **MR. MANOJ BHARAT SATVE**

Address : Sundarai Satve House,
Buddha Gali No - 2, Versova
Mumbai - 400 061.

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mr. Manoj B Satve,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" with effect from 01st September, 2022. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

- You will be employed by "Anjuman -I-Islam's Institute of Hospitality Management"
- Your position at the time of employment is Lecturer
- You will report directly to the Head of the Institution
- You will be paid a Consolidated Salary of Rs. 75,000/- for Three Years (September, 2022 to June, 2025)
- On Completion of BSc (HS) degree from the University of Mumbai you will be paid a salary Scale consolidating to Rs. 85,000/- (Rs. Eighty Five Thousand only).

Area of Work:

- At the time of employment, you will work in the Food Production Department. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of One Year from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.

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[Signature]

Ballinose 1



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01 1875



**Anjuman-I-Islam's
Institute of Hospitality Management**
(Affiliated to University of Mumbai)

92, Dr. D.N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India • Tel.: +91 22 2265 2272 / 2263 2817
Fax: +91 22 2263 4685 • Web: www.anjumanihmct.org • E-mail: rukshana.principal@anjumanihmct.org

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of pervious employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of pervious employment (If applicable)

Training:

In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/international training assignments, you are liable to refund cost borne by the Organization for your training.

Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contact is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best

Dr. (Mrs.) Rukshana Billimoria
Principal - All's IHM



Dr. Zahir I. Kazi
Hon. President

28/07/22

Mr. Manoj B Satve
Received the Original and accepting the terms & conditions



Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



**Anjuman-I-Islam's
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(Affiliated to University of Mumbai)

92, Dr. D.N. Road, Opp. C.S.T., Mumbai-400 001, Maharashtra, India • Tel.: +91 22 2265 2272 / 2263 2817
Fax: +91 22 2263 4685 • Web: www.anjumanihmct.org • E-mail: rukshana.principal@anjumanihmct.org

Ref No.: A.I.I.'s IHM/AL/2018-2019/2368

Date: 18th December, 2018

Name : Mrs. Bhangre Kranti

Address : 147, Sai Prasad, Madhla Pada,
Khar (West). Mumbai – 400 052

Sub: Appointment Letter for the Post of "Computer Instructor"

Dear Mrs. Kranti Bhangre,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Computer Instructor" with effect from 01st January, 2019. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "Anjuman –I-Islam's Institute of Hospitality Management"

Your position at the time of employment is Computer Instructor

You will report directly to the Head of the Institution

You will be paid a Salary Scale of Rs. 9300 – 16190 - 34800 + AGP 4500

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
16190.00	4500.00	20690.00	27311.00	6207.00	300.00	1600.00	56108.00

Area of Work:

- At the time of employment, you will work in the Information Technology Department. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of One Year from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.

Kranti Bhangre
Kranti Bhangre



Rukshana

Rukshana

1
Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01
1875



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Holiday, Vacation and other Leaves:

The entitlement of your holiday, vacation and other leaves will follow Organizations relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card) -
- PAN Card -
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of pervious employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of pervious employment (If applicable)

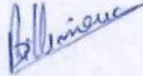
Training:

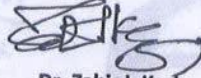
In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/international training assignments, you are liable to refund cost borne by the Organization for your training.

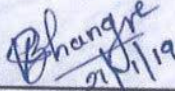
Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contact is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best

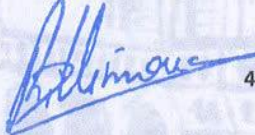

Dr. (Mrs.) Rukshana Billimoria
Principal - All's IHM


Dr. Zahir I. Kazi
Hon. President


Mrs. Bhangre Kranti

Received the Original and accepting the terms & conditions




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Anjuman-I-Islam's
A. K. Hafizka Institute of Hotel Management & Catering Technology

(Approved by the All India Council for Technical Education - New Delhi)

Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001.

Tel. : +91-22-265 2272, 263 2817, Fax : +91-22-263 4685

E-mail : sahnibp@vsnl.com, info@anjumanihmct.org

Website - <http://www.anjumanihmct.org>

Ref.: HMCT/S-App/2003-2004/8831

Date : 16th July, 2003.

To,
Mr. Peter Sequeira
A/5, Parasmani Co-op. Hsg. Soc. Ltd.
Opp. Satyam Shivam Dunderam,
Chikuwadi, Borivli (West),
Mumbai - 400 092.

Sub: Appointment as "Faculty Associate" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. Peter Sequeira,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Faculty Associate" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) Your appointment is upto 30th June, 2004.
- 2) As a Faculty Associate you will be paid a consolidated salary of Rs. 14,000/- per month.
- 3) As Faculty Associate of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-



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E-mail : sahnibp@vsnl.com, info@anjumanihmct.org

Website - <http://www.anjumanihmct.org>

2

5) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-

- a) Students Assessments and Evaluations.
- b) Assisting in Consultancy, Research and Development Services.
- c) Developing Resource Materials and Lab. Development.
- d) Co-curricular and Extra-curricular Activities.
- e) Assisting in Departmental Administration.
- f) Any other relevant duties as assigned.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam

I accept the Appointment Letter & terms & conditions mentioned in it.

(Mr. Peter Sequeira)

c. c. to : 1) Hon. Jt. Secretary, Anjuman-I-Islam.
2) The Chief Account Officer, Anjuman-I-Islam.



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Mumbai-01

16) Appointment Letter of Mr. Sachin Kumbla



**Anjuman-I-Islam's
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Ref No.: A.I.I.'s IHM/AL/2018-2019/2367

Date: 18th December, 2018

Name : Mr. Sachin Kumbla
Address : 2/11, Jai Laxmi CHSL, Opp. Deen Dayal Road,
Thakurwadi. Dombivli (West) Thane – 421202

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mr. Sachin Kumbla,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "**Lecturer**" with effect from **01st January, 2019**. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "Anjuman –I-Islam's Institute of Hospitality Management"

Your position at the time of employment is **Lecturer**

You will report directly to the **Head of the Institution**

You will be paid a Salary Scale of Rs. 15600 – 16930 - 39100 + AGP 6000

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
16930.00	6000.00	22930.00	30268.00	6879.00	300.00	3200.00	63577.00

Area of Work:

- At the time of employment, you will work in the **Food & Beverage Department**. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of **One Year** from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.



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Fax: ~~Holiday/Vacation and other Leaves~~ anjumanihmct.org • E-mail: rukshana.principal@anjumanihmct.org

The entitlement of your holiday, vacation and other leaves will follow Organizations relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of previous employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of previous employment (If applicable)


Training:

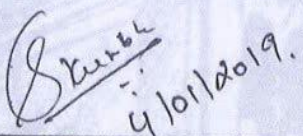
In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/international training assignments, you are liable to refund cost borne by the Organization for your training.

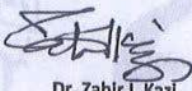
Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contract is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best


Dr. (Mrs.) Rukshana Billimoria
Principal - All's IHM


Mr. Sachin Kumbha
Received the Original and accepting the terms & conditions


Dr. Zahir I. Kazi
Hon. President




Principal
Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01

17) Appointment Letter of Mrs. Harshali Dadan



Anjuman-I-Islam's
A.K. Hafizka Institute of Hotel Management
& Catering Technology

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2007-2008/

Date: 5th June, 2007.

To,
Ms. Harshali Paul
10/14, Samarth Nagar,
Sion Chumabhatti (East)
Mumbai - 400 022.

Sub: Appointment as "Assistant Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka
Institute of Hotel Management & Catering Technology.

Dear Ms. Harshali Paul,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Assistant Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Assistant Lecturer you will be paid salary as per the scale given below: -
Scale : 5000 - 150 - 8000.

Taking into consideration of your previous experience in the teaching field, the management is pleased to give you one increment from the date of joining.

- 3) As Assistant Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-

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Anjuman-I-Islam Institute of Hotel
Management & Catering Technology
Mumbai-01.



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Anjuman-I-Islam's
Institute of Hospitality Management
Mumbai-01



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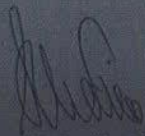
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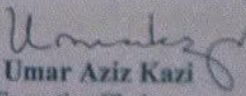
- 7) In addition to the teaching / practical classes assigned to you by the Management, you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.

- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.


You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,


Sami Khatib
President
Anjuman-I-Islam


Umar Aziz Kazi
Executive Chairman

Date of Joining



Ms. Harshali Paul
Received the Original and
accepting the terms & conditions.

- Cc to: 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Hon. Executive Officer, Anjuman-I-Islam.

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