



Greater Love Children Home

(A UNIT OF DIVINE LIGHT MOVEMENT CHARITABLE TRUST)

REGD. NO. 694/2600

REGISTERED BY THE DIRECTOR OF SOCIAL DEFENCE UNDER JUVENILE JUSTICE

(CARE AND PROTECTION OF CHILDREN) Act-2015

LICENSE NO. 646/DSD/2017

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Face Book / GLC HOME

Appointment Letter

1st September, 2018

Administrator cum Counsellor. Shanthini R

No.6/3 Mukthar Unissa Begum,
4th Lane, Ellis Road, Annasalai
Chennai-60002.

Subject: Letter of Appointment

Dear Ms. Shanthini

This has reference to your application and subsequent interviews you have had with **Greater Love Children Home**. We are pleased to appoint you as Administrator cum Counsellor. Your employment will be governed by the following terms and conditions:

1. *Monthly Gross Salary*

You will be paid a monthly gross salary of Rs. 15,500/- (Fifteen thousand five hundred rupees Only) per month.

2. *Working Hours*

Your working hours will be 10 am to 6:00 pm as per the current organization policy. The company observes a 6 day work week.

3. *Date of Appointment*

Your date of appointment as per Organization records is **01.09.2018**.

4. *Salary Increase*

Increase in your salary will be reviewed periodically as per the policy of the Organization. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.