

# Tamil Nadu Foundation

No.27, Taylors Road, Kilpauk, Chennai - 600 010.  
Phone : 044-2644 6319. Email: info@tnfindia.org



## Appointment Letter

Ref: TNF/PC/03

4<sup>th</sup> July 2019

**Sub: Appointment to the Post of Project Coordinator- reg.,**

**Ref: Your application dated 21<sup>st</sup> June 2019**

With reference to the discussion held on 4<sup>th</sup> July 2019 at TNF Chennai Office, we are pleased to appoint you as the **Project coordinator** w.e.f. 4<sup>th</sup> July 2019.

You will be on probation for a period of six months. You will be confirmed based on satisfactory performance during the probation period. Based on the Performance Review and fund position, annual periodical increment will be fixed. You will be reporting to the Executive Director, Chennai.

Please find below the terms & Conditions, for your acceptance and returning the duplicate copy of this letter duly signed by you.

1. Compensation : You will be paid a consolidated monthly salary for Rs. 12,000/- per month plus Rs. 300/- communication allowance. Travel to project site will be based on actual expenses.
2. Place of Posting : Your place of posting will be at Namakkal District.
3. Job Responsibility :
  - i. Should liaise with various Government Agencies / School Authorities in implementation of schemes.
  - ii. Should have the capacity in collection, compilation and interpretation of field level data.

7. Other terms and conditions :

discovery, invention, process or improvement shall belong to and be the sole property of the Trust.

You will not carry out any business, or enter for any of your time, in any capacity, the service of, or to be employed by, any other individual person, or association of persons including firms and company except to the extent approved by the Trust in writing. You will devote your whole time and attention to your duties and promote the interests of the Trust.

This offer of appointment is made on the basis of information provided by you. If at any time, any of this information is found to be false or incorrect, the Trust may take action, as it deems fit.

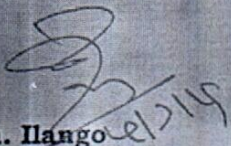
Your services with us will be governed by TNF terms and conditions of the Trust.

Please return the duplicate of this letter duly signed as a token of acceptance.

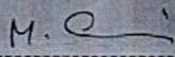
We look forward to a mutually rewarding association.

With Best wishes,

**For Tamil Nadu Foundation**

  
**Ka. Ilango**  
**Chief Executive Officer**

Date: 04/07/2019

  
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Received, Accepted & Understood

**To**  
**Thiru. M. Gnanavignesh,**  
**52, Venkaeshpuram,**  
**Kumarasamipatty,**  
**Hasthampaty (PO)**  
**Salem - 636 007.**  
**Ph.No. 73731 76242**