



India's First State Private Women's University
JAYOTI VIDYAPEETH WOMEN'S UNIVERSITY
ज्योति विद्यापीठ महिला विश्वविद्यालय

Appointment Letter

Ref. No.: JV/DA/JPR/2020/07/25/12

Date: 25 July 2020

Dear VAISHALI SIDDHU,

With reference to your application, the subsequent interviews, and the discussions we have held with you, we are pleased to appoint you on the post of "Senior Information Officer" at Jayoti Vidyapeeth Women's University Jaipur on a CTC of Rs. 3.80 LPA . You are requested to join your duties on or before 1/08/2020.

Your responsibilities will include:

1. Arrange and schedule Appointment with students and parents and other potential customers.
2. Maintaining files and information in our database.
3. Taking Feedback from the stakeholders and maintain the records in ERP.
4. Resolve Students and Parents Grievances etc.

Your appointment shall be permanent in nature, and you shall undertake to abide by the rules & regulations laid down by the University as amended from time to time and such orders/instructions that may be issued to you by any authorized officer of the University.

We Jayoti Vidyapeeth Women's University hope that you will accept this offer to look forward to association with us.

JV'n Dr. Hema Bafila

Director Administration

To,
VAISHALI SIDDHU

FOUNDED BY: VISIONARY DR. PANCKAJ GARG "YOUNGEST FOUNDER OF A UNIVERSITY" DECLARED BY "INDIA BOOK OF RECORDS"

- Faculty of Engineering & Technology
- Faculty of Management & Humanities
- Faculty of Pharmaceutical Science
- Faculty of Law & Governance
- Faculty of Homoeopathic Science
- Faculty of Ayurvedic Science
- Faculty of Education and Methodology
- Faculty of Physiotherapy and Diagnostic
- Directorate of Distance Education (Women & Men both)
- Directorate of Research & Development (Women & Men both)
- Directorate of Skill Development (Women & Men both)

- Directorate of Career Research & Relation
- Virtual Campus for providing E-Learning
- University Homoeopathy Hospital & Research Centre
- University Ayurveda Hospital & Research Centre
- University Eye Hospital
- University Yoga and Naturopathy Hospital
- Patanjali Chikitsalaya
- University Veterinary Hospital & Training Centre.
- University Community Radio Station 90.4 FM - Jayoti Vani.
- Jan Aushadhi Kendra
- 'Jayoti Muhim' Newspaper

☎ 01428 - 515807, 515809
☎ Fax: 8302542620
☎ Mob.: 9784011594, 9001140140
✉ registrar@jvwu.ac.in
🌐 www.jvwu.ac.in

Vedant Gyan Valley, Vill. Jharna, Mahla-Jobner Link Road, Jaipur-Ajmer Express Way, NH-8, Jaipur - 303122 (Raj.) India