



# **ASSAM DON BOSCO UNIVERSITY**

Tapesia Gardens, Kamarkuchi, Sonapur – 782 402, Assam, INDIA

Ref. No. F023A/JJ/23-0113 dated 01 August 2023

## **Appointment Letter**

The Vice Chancellor of Assam Don Bosco University is pleased to appoint Mr. James Hemrom (BA) as Assistant on a full time and dedicated basis for the Centre for Distance and Online Education (CDOE) at Assam Don Bosco University, Guwahati, Assam with effect from 1<sup>st</sup> August 2023.

This Appointment is further to Appointment Letter DBC/SM/56/10-89 dated 30<sup>th</sup> July, 2010.

  
Fr. (Dr.) Johnny Jose  
Registrar  
Registrar  
Assam Don Bosco University  
Tapesia Gardens, Sonapur  
Assam-782402, INDIA





**DON BOSCO COLLEGE**  
**of Engineering and Technology**  
Airport Road, Azara  
Guwahati, Assam  
INDIA 781 017  
Phones (91-361) 2842148 / 2841949

Ref. No. DBC/SM/56/10-89, Dated 30 July, 2010

### APPOINTMENT LETTER

On the recommendation of the Selection Committee, the Governing Body of Don Bosco Society, Azara, is pleased to appoint:

Name : **James Hemrom**  
Designation : Office Assistant  
Department : Administration  
With effect from : 1.7.2008

The details of the current salary structure of James Hemrom are given below.

a) Salary Range	:	5500 - 9000
b) Current Basic Pay	:	5720
c) University Allowance (35% of (b))	:	2002
d) Employer's Contribution to PF	:	885
e) <b>Total Emoluments</b>	:	<b>8607</b>

1. The period of probation is two years from the date of appointment.
2. An employee on probation may resign from service by giving one month's notice or notice pay in lieu thereof.
3. During the notice period the employee will hand over full charge of the work assigned to him/her to the person authorized by the competent authority for the purpose.
4. Vacation period cannot form part of the notice period. No salary will be paid for leave taken during the notice period.

  
**Fr. Stephen Mavelly SDB,**  
**Secretary**

Secretary  
Don Bosco Society, Azara  
Airport Road  
Guwahati, Assam  
INDIA 781017



## ASSAM DON BOSCO UNIVERSITY

### JOINING REPORT

This is to certify that I have assumed the responsibilities assigned to me in Assam Don Bosco University as per the particulars furnished below:

1. Name in full (in capitals): MR. JAMES HEMROM
- 2.
3. Designation: Assistant
4. Department: Admission and Administration
5. Appointment Letter Ref. No. : F023A/JJ/23-0113 dated 01 August 2023
6. Time and Date : forenoon/afternoon: 9.00 a.m., 01-08-2023

.....James Hemrom.....

(Signature)

#### Copy to:

1. Accounts Officer
2. Administrative Officer
3. Personnel File

.....*[Signature]*.....

(Countersigned)

Registrar

Registrar  
Assam Don Bosco University  
Tapesia Gardens, Sonapur  
Assam-782402, INDIA.



**KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY**

Housfed Complex :: Dispur :: Guwahati - 6

**MARK SHEET**No: **162675**  
Date: **16/11/2014**

The following are the marks obtained by **JAMES HEMROM**  
Enrollment No. **11007501064** Study Centre **Assam Institute of Advanced Studies**  
In the Examination **BA 3RD YEAR**  
Held in **July-August, 2014**

Courses Appeared		Full Marks	Pass Marks	Marks Obtained	Remarks
<b>BEA2</b>	THEORY	80		038	
	HOME ASSIGNMENT	20		016	
	<b>ALTERNATIVE ENGLISH</b>	<b>100</b>	<b>35</b>	<b>054</b>	<b>C</b>
<b>POL4</b>	THEORY	80		034	
	HOME ASSIGNMENT	20		015	
	<b>INTERNATIONAL POLITICS</b>	<b>100</b>	<b>35</b>	<b>049</b>	<b>C</b>
<b>POL5</b>	THEORY	80		033	
	HOME ASSIGNMENT	20		014	
	<b>PUBLIC ADMINISTRATION</b>	<b>100</b>	<b>35</b>	<b>047</b>	<b>C</b>
<b>EDU4</b>	THEORY	80		039	
	HOME ASSIGNMENT	20		016	
	<b>EDUCATIONAL TECHNOLOGY</b>	<b>100</b>	<b>35</b>	<b>055</b>	<b>C</b>
<b>EDU5</b>	THEORY	80		038	
	HOME ASSIGNMENT	20		016	
	<b>EDUCATIONAL MANAGEMENT</b>	<b>100</b>	<b>35</b>	<b>054</b>	<b>C</b>
Grand Total		<b>500</b>	<b>175</b>	<b>259</b>	

BA 1ST YEAR: 192/400  
BA 3RD YEAR: 259/500BA 2ND YEAR: 250/600  
Total: 701/1500Result Date: **16/11/2014**Result: **Pass****Controller of Examinations**  
Krishna Kanta Handiqui State  
Open University, Guwahati -6

Note: C - Cleared, NC - Not Cleared, PC - Previously Cleared