



Shri Guru Gobind Singhji
Institute Of Engineering and Technology, Nanded
(Govt. Aided Autonomous Institute) Vishnupuri, Nanded-431606, MH.



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No. SGGsIE&T/EST/2025/529

Date: 04/07/2025

To,
Dnyaneshwar Babanrao Kalyankar,
Nanded

Subject: Engagement Order as a Gym Instructor on a contractual basis for 11 months.

Reference: Walk-in-Interview conducted on 16th June, 2025.

Dear Sir,

I am pleased to appoint you as a Gym Instructor on a contractual basis in our institute with a fixed salary of Rs. 30,000/- per month for 11 months under the terms and conditions appended below. You are hereby informed to join your duties on or before 08th July 2025.

Terms and Conditions for the Post of Gym Instructor

1. You will be paid a consolidated honorarium of ₹30,000/- per month for full-time engagement.
2. The post is purely temporary and contractual in nature, initially for a period of 11 months only (one term).
3. This post is temporary and will automatically terminate at the end of the contract period without any notice or renewal unless explicitly extended by the Institute.
4. Duties assigned by the competent authority of the institute shall be mandatory and binding.
5. You shall administer and evaluate trainees' health history and fitness levels in order to design individual exercise programs aligned with their goals and needs.
6. You shall attend scheduled fitness-related meetings, workshops, or reviews as required by the institute.
7. You shall maintain organized and up-to-date records of each trainee's training sessions, progress, and feedback.
8. You shall be available for a flexible work schedule, including early mornings, evenings, weekends, or holidays, as per the requirements of the institute.
9. You shall monitor the trainees' fitness routines regularly and make necessary adjustments or improvements to ensure their effectiveness.
10. You shall maintain open communication with your supervisor regarding the progress of each trainee and report any issues, challenges, or incidents as they arise.
11. You shall lead gym equipment orientations and familiarization sessions for new members/trainees to ensure safe and proper usage.
12. You shall ensure trainees strictly adhere to safety protocols and injury prevention procedures, and prepare and submit accident or incident reports when required.
13. You shall regularly check gym supplies and equipment for wear and tear and inform authorities if any item needs repair or replacement.
14. You shall oversee the daily cleanliness, orderliness, and maintenance of gym infrastructure, equipment, and related facilities.
15. You shall strictly follow all prescribed health and safety guidelines of the institute and ensure that trainees also do the same.



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16. You shall carry out any other fitness or gym-related duties assigned to you by the competent authority of the institute.
17. A maximum of 8 casual leaves during the 11-month tenure shall be permitted. Leave beyond this will be considered as leave without pay and must be approved in advance.
18. The Gym Instructor shall report to the Physical Director or any official authorized by the Director of the Institute.
19. The selected candidate must be physically and mentally fit, and may be required to submit a fitness certificate from a registered medical practitioner.
20. This engagement does not have the approval of the Government of Maharashtra / DTE / University. As this is a purely temporary appointment, you will not be eligible for benefits under the Maharashtra Civil Services Rules, including pension, leave benefits, insurance schemes, provident fund, or any other related service benefits.
21. You shall not be entitled to any benefits applicable to permanent/regular employees. You will be required to submit an undertaking and affidavit on ₹100/- stamp paper, duly notarized at the time of joining, confirming that you will not claim permanency or regularization of this post in the future.
22. The remuneration mentioned is consolidated and does not include any additional allowances such as Dearness Allowance, House Rent Allowance, Travel Allowance, or any other perks.
23. If any information or documents submitted by you are found to be false, or if you violate any of the conditions or undertakings given, your engagement will be terminated with immediate effect, and you may be liable for civil/criminal proceedings as applicable.
24. The honorarium for the final month will be released only upon submission of a "No Dues Certificate" to the Registrar of the Institute.
25. You may resign from this position by giving one month's prior written notice or by paying one month's honorarium in lieu of notice.
26. In case of misconduct, negligence, or malpractice during your service, your engagement will be terminated immediately without notice, and you will not be eligible for any future reappointment.

Copy to:

1. Sport Section
2. Accounts section.
3. Establishment Section.




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