



JBR
ARCHITECTURE COLLEGE
HYDERABAD

RECRUITMENT POLICY AND PROCEDURE

Approved By Council of Architecture (COA), New Delhi & Affiliated to Jawaharlal Nehru
Architecture and Fine Arts University, Masab Tank, Hyderabad.

01.12.2021

No.JBR Arch/Admin/21-22

To,
Maria Aldrin
2nd floor, Plot no 45,
7th Cross, Mahindra Hill,
Secunderabad.

APPOINTMENT ORDER

With reference to your application and further interview had with you, we are pleased to inform you that you have been appointed as "Associate Professor" for "J.B.R. Architecture College", Bhaskar Nagar, Moinabad Mandal RR District, Hyderabad - 500075. Your Total salary will be Rs. 60,000/- per month (Inclusive of all Allowances). Your working hours are 09.00 Am to 4.00 Pm.

1. You are required to join on or before 1st December, 2021. You will be on probation for a period of one year from the date of joining and the same may be extended at the sole discretion of the management. If your services are not satisfactory, you may be asked to discontinue during the period of probation without assigning any reasons.
2. You are expected to teach/handle the class efficiently, maintain good discipline, and work as a team in order to bring best results for the College. You are also required to participate in academic administrative works and examination duties.
3. The appointment is terminable by three month notice on either side, after completion of one year. However subject to condition that you should not discontinue or resign during the middle of the semester.
4. You shall be required to hand over the original Degree/P.G. certificate to the Management, at the time of joining duty or execute a service agreement to work for a minimum period of one year. The certificates will be returned to you at the time relieving from the post.
5. The service conditions and other rules applicable to our organization will govern you as amended from time to time.
6. If the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this appointment letter after affixing your signature on the same in token of your acceptance.

For J.B.R. Architecture College.

[Signature]
Director
[Signature]
Secretary



Received and Accepted

[Signature]
PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist 500 075, T.S.
[Signature]
1/12/2021



JBR ARCHITECTURE COLLEGE

HYDERABAD

(Promoted by Joginpally B R Educational Society)

(Approved by Council of Architecture, New Delhi; Affiliated to Jawaharlal Nehru Architecture and Fine Arts University, Hyderabad and ISO 9001-2015 Certified)

01st November 2023

No.JBR Arch/Admin/23-24

To,

Ar Ch. Maria Aldrin
2nd floor, Plot no 45,
7th Cross, Mahindra Hill,
Secunderabad.

The management is pleased to inform you that you are promoted as “**Professor**” effect from 01-11-2023, since you fulfill the present eligibility criteria as prescribed by the C.O.A.

For J.B.R. Architecture College

Director

accepted
Nov 21



Principal
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

Campus: Bhaskar Nagar, Yenkapally (V), Moinabad (M), R.R. Dist - 500 075, Telangana State, India.
Tel: 08413 - 235240/ 41 / 42, +91 - 9121155517/ 18, ✉ jbrarchitecture@jbggroup.org.in, 🌐 www.jbrac.edu.in
Head Office: 6-3-248/1/1/A, 4th Floor, Bhaskar Plaza, Banjara Hills, Road No.1, Beside Care Hospital, Hyderabad- 500 034.
Tel : +91 40 23391979, 23301523

CANDIDATE INFORMATION FOR RATIFICATION

Name of the College: JBR Architecture College

Candidate Name: Maria Prasad

Mobile No.: 9247420088 E-Mail ID: mariaaldrin.jbr@gmail.com

Post Applied: Associate Professor

Council of Architecture Registration No.: CA/2007/40421

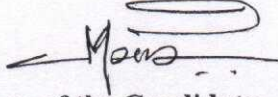
Year of validity: 2031

S. No.	Particulars	Information			
		Qualifications	Year of Passing	Percentage	Division
1.	Academic	M.Arch - Environmental Design	2018	70%	First with Distinction
		B.Arch equivalent - A.I.I.A	2002	58%	Second class
		Diploma in Architectural Assistantship	1996	68%	First class
2.	Teaching Experience (in years) (including Appointment Letters)	Name of the Institution	Period From To		Years of Experience
		CSIIT – School of Architecture and Planning	Dec'2018 - Nov'2021		3years
		JBR Architecture College	Oct'2014 – Nov'2016		2years
Total					5 YEARS
3.	Work Experience (in years)	Name of the Organization	Period From To		Years of Experience
		5M&T Group Pvt'Ltd Aurora Colony, Rd no: 2, Banjara Hills,Hyd	Sep'2007 – Aug'2014		7years
		Interarch Consultants, Maredpally, Secunderabad.	March'2002 – Jan'2007 Onwards		5years
		Total			

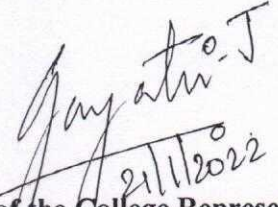


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 Moinabad (M), R.R. Dist-500 075. T.S

I hereby declare that the above information is true to the best of my knowledge.



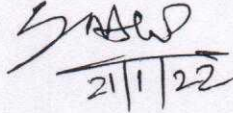
Signature of the Candidate



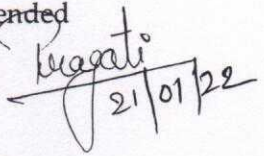
Signature of the College Representative

4.	Selection Committee Recommendations	(Y)	(N)	5. Post Recommended: Associate Professor
6.	Date of Selection:			
7.	Remarks (If any)			

As per COA guidelines the candidate is recommended / not recommended ✓


Signature: 
21/1/22

Name: S. MUNEEB AHMED,
Member I (Subject Expert)

Signature: 
21/01/22

Name: Poojati Srivastava
Member II (Subject Expert)

Signature:


21/1/22
Name: M. VINOD GANESH

University Nominee


PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S



1st November, 2023.

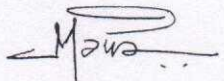
To,
The Principal
JBR Architecture College
Bhaskara Nagar
Moinabad,
Hyderabad.

Subject: Joining Report

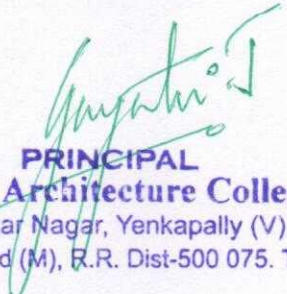
Respected Madam,

I hereby report to duty from **1st November, 2023** as a "PROFESSOR". I shall abide by the service conditions, rules and regulations of JBR Architecture College.

Thanking You,


Ar. Maria Aldrin




PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

Approved By Council of Architecture (COA), New Delhi & Affiliated to Jawaharlal Nehru
Architecture and Fine Arts University, Masab Tank, Hyderabad.

2nd November, 2021

No.JBR Arch/Admin/21-22

To,
Maria Aldrin
HIG-89 5th Phase,
2nd floor, Plot no 45,
7th Cross, Mahindra Hill,
Secunderabad.

OFFER LETTER

With reference to your application and based on your interview, you are provisionally selected as "Associate Professor" for "J.B.R. Architecture College", Bhaskar Nagar, Moinabad Mandal RR District, Hyderabad – 500075. Your Gross salary (Inclusive of all Allowances) shall be Rs.60,000/- per month. Subject to satisfactory performance.

This offer letter is valid for 7 days, within which period you shall submit your acceptance letter.

A formal appointment letter along with terms and Conditions shall be issued to you upon receiving acceptance from you.

For J.B.R. Architecture College

J.B.R. ARCHITECTURE COLLEGE

Director

Director

Gayatri



Received and Accepted
Maria Aldrin
21/11/2021

Gayatri
PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S



JBR

ARCHITECTURE COLLEGE

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(Approved by Council of Architecture, New Delhi; Affiliated to Jawaharlal Nehru Architecture and Fine Arts University, Hyderabad and ISO 9001-2015 Certified)

3rd January 2024

No.JBR Arch/Admin/23-24

To,
Krishna Mohan Bandaru,
Srimani Residency, Flat 301,
Bank Colony 'B', Saidabad,
Hyderabad.

APPOINTMENT ORDER

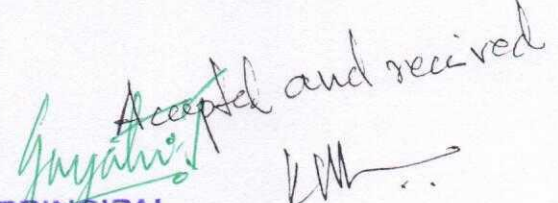
With reference to your application and further interview with you, we are pleased to inform you that you have been appointed as "**Associate Professor**" for "**J.B.R. Architecture College**", Bhaskar Nagar, Moinabad Mandal RR District, Hyderabad - 500075. **Your Total salary will be Rs. 52,000/- per month (Inclusive of all Allowances). Your working hours are 09.00 Am to 4.00 Pm.**

1. You are required to join on or before 3rd January 2024. You will be on probation for a period of one year from the date of joining and the same may be extended at the sole discretion of the management. If your services are not satisfactory, you may be asked to discontinue during the period of probation without assigning any reasons.
2. You are expected to teach/handle the classes efficiently, maintain good discipline, and work as a team in order to bring best results for the College. You are also required to participate in academic administrative works and examination duties.
3. The appointment is terminable by three months notice on either side, after successful completion of your probation. However you should not discontinue or resign during the middle of a semester or resign in the first year.
4. The service conditions and other rules applicable to our organization as amended from time to time will govern you.
5. If the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this appointment letter after affixing you signatures on the same as a token of your acceptance.

For J.B.R. Architecture College


Director




Accepted and received.
K.M.
PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

Campus: Bhaskar Nagar, Yenkapally (V), Moinabad (M), R.R. Dist - 500 075, Telangana State, India
Tel: 08413 - 235240/ 41 / 42, +91 - 9121155517/ 18, ✉ jbrarchitecture@jbrgroup.org.in, 🌐 www.jbrac.edu.in

Head Office: 6-3-248/1/1/A, 4th Floor, Bhaskar Plaza, Banjara Hills, Road No.1, Beside Care Hospital, Hyderabad- 500 034
Tel : +91 40 23391979, 23301523

13th January, 2024

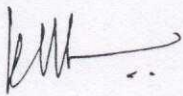
To,
The Principal,
JBR Architecture College,
Bhaskara Nagar,
Moinabad,
Hyderabad.

Subject: Joining Report


Respected Madam,

I hereby report to duty from 13th January, 2024 as a "ASSOCIATE PROFESSOR". I shall abide by the service conditions, rules and regulations of JBR Architecture College.

Thanking You,



Ar. Krishna Mohan Bandaru


PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

KRIHSNA MOHAN					
	B.Arch	2004-2009			AS on 04.01.2023
	M.Arch Environmental Design	2015-2017			
	COA	CA/2009/46919	From 24TH December 2009		
Sl. No.	NAME OF THE STAFF MEMBER	Date Of Joining	DESIGNATION	End Date	Period Of Experience
1	Maestro School of Planning and Architecture	1-Apr-11	Associate Professor	31-Jan-23	11Years9Months30Days
					11 Years 9 Months 30 Days
	Removal of M.Arch ED 2015-2017				2 Years
	Total Exp				9 Years <i>9 months 30 days.</i>



Gyanendra J
PRINCIPAL
J.B.R. Architecture College
 Bhaskar Nagar, Yenkapally (V),
 Moinabad (M), R.R. Dist-500 075. T.S

3rd January 2024

No.JBR Arch/Admin/23-24

To,
Krishna Mohan Bandaru,
Srimani Residency, Flat 301,
Bank Colony 'B', Saidabad,
Hyderabad.

APPOINTMENT ORDER

With reference to your application and further interview with you, we are pleased to inform you that you have been appointed as "**Associate Professor**" for "**J.B.R. Architecture College**", Bhaskar Nagar, Moinabad Mandal RR District, Hyderabad - 500075. **Your Total salary will be Rs. 52,000/- per month (Inclusive of all Allowances).** Your working hours are 09.00 Am to 4.00 Pm.

$$\begin{array}{l} 6500 \times 2 = 13,000 \times 4 = 52,000 \text{ /-} \\ \text{per visit} \qquad \text{weeks per month} \end{array}$$

1. You are required to join on or before 3rd January 2024. You will be on probation for a period of one year from the date of joining and the same may be extended at the sole discretion of the management. If your services are not satisfactory, you may be asked to discontinue during the period of probation without assigning any reasons.
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5. If the above terms and conditions of service are acceptable to you, then please return the duplicate copy of this appointment letter after affixing you signatures on the same as a token of your acceptance.

For J.B.R. Architecture College

52k
Associate
Director
PF



Gayathri
PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

J. B. R. ARCHITECTURE COLLEGE

TEACHING FACULTY RECRUITMENT FORM

1) NAME MR/MS: Kaishna Mohan. Bandaru.
(AS PER OFFICIAL RECORDS) SURNAME

PHONE: _____ MOBILE: 9985142368.

EMAIL: kmthecreator@gmail.com.

2) PRESENT ADDRESS: _____

3) PERMANENT ADDRESS: Shri Mani Residency. Flat 301.
Bank Colony 'B'. Saidabad - Hyd.

4) DATE OF BIRTH: 17-5-1968. AGE 55+ YEARS

MARRIED: YES / NO. NO OF CHILDREN yes.

5) CASTE: (SC/ST/BC/EBC/OC) _____ RELIGION: Hindu.

6) POST APPLIED FOR: ASSOC. Prof.

7) SPECIALIZATION March DEPT. (E.D)

TEACHING SUBJECTS

1. Architectural Design 2. climatology
3. working drawings 4. interior design

8) COA REGISTRATION NO: CA/2009/46919 VALID TILL: 2030 Dec.

9) QUALIFICATION (STARTING FROM HIGHEST DEGREE):

S.NO	QUALIFICATION & SPECIALIZATION	NAME OF THE INSTITUTION / UNIVERSITY	YEARS OF PASS	CLASS OBTAINED	% OF MARKS
1	<u>Barch.</u>	<u>CSIT.</u>	<u>2009</u>	<u>Ist.</u>	<u>72</u>
2	<u>March.</u>	<u>JNAFAU.</u>	<u>2017.</u>	<u>Ist.</u>	<u>72.</u>
3					
4					
5					

10) TOTAL EXPERIENCE: ___/___; TEACHING 12/00; PROFESSIONAL: 25/00
Y M Y M Y M

*EXPERIENCE (TEACHING / PROFESSIONAL) WILL BE CALCULATED AFTER COA REGISTRATION DATE ONLY



[Signature]
PRINCIPAL
J.B.R. Architecture College
Bhaskar Nagar, Yenkapally (V),
Moinabad (M), R.R. Dist-500 075. T.S

EMPLOYMENT DETAILS (*)

(START WITH PRESENT EMPLOYMENT):

EMPLOYER'S NAME & ADDRESS	PERIOD OF SERVICE		DESIGNATION / OTHER AREAS OF WORK	GROSS SALARY PER MONTH (Rs.)	RELIEVING/ EXPERIENCE LETTER ENCLOSED (YES/ NO)	REASON FOR CHANGE
	FROM	TO				
1) Masterji Kazipet.	2010	2011.				
2) Maestro. SPA. Hyd.	2011	2022.				

* EXPERIENCE WILL BE CALCULATED OF SUBMITTED VALID RELIEVING/ EXPERIENCE LETTERS ONLY

12. HAVE YOU PUBLISHED ANY ARTICLES/ PAPERS/ BOOKS IN COLLEGE/ PROFESSIONAL MAGAZINE NEWSPAPER/ OTHER?.

IF 'YES', PLEASE ENCLOSE PHOTOCOPIES OF THE SAME. ENCLOSED: YES/ NO.

13. EMPLOYMENT CATEGORY: REGULAR BASIS: YES / NO.

PRESENT SALARY: RS _____ P.M EXPECTED SALARY: RS. _____ PM

14. EMPLOYMENT CATEGORY: VISITING FACULTY: YES / NO.

EXPECTED REMUNERATION PER VISIT: RS. _____

[Handwritten Signature]

DATE: _____

SIGNATURE OF THE APPLICANT

15. ON DEMO/ SUBJECT KNOWLEDGE/ PERSONALITY/ COMMUNICATION SKILLS.

PARTICULARS	EXCELLENT >8.5	V.GOOD >7	GOOD >6	AVERAGE >4	POOR >4
DEMONSTRATION					
SUBJECT KNOWLEDGE					
COMMUNICATION SKILLS					
PERSONALITY					

[Handwritten Signature]
PRINCIPAL
J.B.R. Architecture College
 Bhaskar Nagar, Yenkapally (V),
 Moinabad (M), R.R. Dist-500 075. T.S

SELECTION COMMITTEE MEMBERS/ HOD REMARKS: _____

Per limit
6500 Rs.

2 days a week



[Handwritten Signature]
 23/12/24