

# Shri Jairambhai Patel Institute of Business Management and Computer Applications (SJPI)



Formerly known as National Institute of Cooperative Management (NICM),  
Post-Graduate Centre of Gujarat Technological University-MBA, Approved by AICTE-New Delhi,  
Accredited as Cooperative Training Institute by C-PEC BIRD, Lucknow, NABARD



Since - 1995

## SUMMARY OF STAFF RECRUITMENT POLICY

Shri Jairambhai Patel Institute of Business Management and Computer Applications (SJPI) formerly known as National Institute of Cooperative Management (NICM) framed the Staff Recruitment Policy with an objective crafted to attract talented individuals who embody our organizational values and contribute to the collective success. We are committed to fostering a diverse and inclusive workplace, where every team member feels valued, respected, and empowered to thrive. This policy incorporates the cadre of non-teaching staffs and its recruitment process, duration of the probation period, defining the working hours, increment, salary and perquisites and gratuity benefits. This policy also embraces the employee provident fund, professional tax, income tax, the age of superannuation, resignation, termination and the general code of conducts.

**The Institute maintains the detailed Policy document.**



  
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