

SETH BADRI PRASAD SMRITI MAHAVIDHYALAYA

DEPARTMENT OF PHARMACY MAHESHPURA ROAD, KONCH JALAUN (U.P.)

DATE - 10-08-2019

To,

Mr. Vinod Kumar

Tral (Jalaun)

Appointment letter

Dear Mr. Vinod Kumar,

With reference to your interview for the post of Assistant Professor we are pleased to inform you that you have been selected in Department of pharmacy for the said post. Your service will be governed by the following terms & conditions:

Terms & Conditions:

- Your consolidated salary will be as per PCI norms.
- You will be on probation for 3 months from the date of joining.
- After probation period on the basis of your performance in these 3 months your employment would be regularised or your probation period might be extended.
- Your annual increment will be linked with your performance during the academic session.
- You will be permitted to take the leave as per the leave policy of the institutions.
- You have to furnish the documents related to your temporary and permanent address along with the telephone number at the time of joining the institution. If any change occurs in your address and telephone number.
- You have to submit the hard set (photocopy) of your educational certificates and experience certificate along with your bio-data and 4 recent passport size photograph at the time of joining and also have to bring your original document for verification.
- If you decided to leave on your own accord, then you will give a minimum of 1 month notice to organisation before the date of leaving for an amount equivalent to 1 month salary will be paid by you to the organisation.

