

# Dr. Om Prakash School Of Pharmacy

(Approved by - AICTE, P.C.I. & Affiliated to A.K.T.U., BTE)

Bewar Road, Nisai, Farrukhabad-209625 (U.P.), Mobile No. 9695438764

website : www.opsop.in

Ref No. : OPSOP/AY 2018-2019/06

Date : 02/10/2018

To,  
BINDU MISHRA  
Add- 735/A shantinagar Etah Aliganj  
Etah - 207001

Subject: Appointment Letter

Dear Ms. BINDU MISHRA

We are pleased to inform you that the board of management of OPGI, FBD (India) is pleased to appoint you for the post of Librarian at the OPGI, FBD (India).

We are pleased to inform you that you are being appointed as follows:

1. Grade: Librarian
2. Departments : Pharmacy
3. Total emoluments: 32000 Per Month

#### Terms & Conditions:

1. Your date of joining shall be on 03/10/2018 (DOJ). In case you will be unable to join on the specified dates, your appointment and offers will stand cancelled automatically.
2. PROBATION:  
You will be on probation period for one year from the date of joining after that you will be treated as confirmed employee. During the probation period if, your services will not found satisfactory your services will be terminated without any notice.
3. That in addition to your own duties of the post appointed for, you should look after any other work assigned to you from time to time in the interest to the organization.
4. That in case you should found to be irregular, in disciplined and negligent towards the duties assigned your services will be terminated without any notice.
5. That you will not be involved with any other organization, coaching's or private tutions.
6. That before leaving the charges from your duties you are suppose to give one month prior notice to the undersigned otherwise one month salary will be deducted.
7. All the terms and conditions regarding your job will be governed as per code and conduct of OPGI, FBD and will be as per the laws of the society.
8. We welcome you to OPGI and look forward to your significant personal and professional growth during your association with us.

Thanking You,

