



MADHU VACHASPATI INSTITUTE OF PHARMACY

Approved by PCI, Delhi and affiliated to BTE, Lucknow BTE Code : 4172

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Rasoolabad Urf Koilaha, G.T. Road, Puramufti, Kaushambi

Ref. No.

Date :

Ref. No. : VMPSS/App.-Principal/2020-21/01

Date: 01/07/20

Ms. DIKSHA SINGH

Subject : Appointment as a Principal.

Ms. Diksha Singh,

Madhu Vachaspati Institute of Pharmacy is pleased to invite you to join as a **Principal** of the Institute in the scale of Principal.

1. You will be full time employee of the institute; therefore, you will not undertake any other assignment anywhere without specific and written approval of the Management/Competent Authority.
2. You will have to abide by all rules and regulations framed and decisions taken by the Management of the Institute/Competent Authority.
3. You are expected to maintain highest standard of decorum befitting the position held by you. In the event of any inappropriate behavior (including acts and omissions such as insubordination, riotous behavior, acts of moral turpitude) your service are liable to be terminated without any prior notice.
4. Your appointment can be terminated from either side by giving one month notice or one month pay in lieu thereof. However you may be required to work up to the end of semester in the interest of students.
5. Your services are liable to be terminated for any physical/mental disability which may hamper your satisfactory work performance.
6. As a part of your duty and otherwise, you will come across many confidential matters. You will not divulge the same to any person, firm or institute or company.

I look forward to your joining the institute and have memorable interaction with the institute.

Yours truly,

Chief Founder

Acceptance of Offer : I hereby accord my acceptance to the offer and various terms and conditions specified therein. I join my duties with immediate effect.

01/07/20
Signature with Name & Date