

To,

The Hon'ble Manager Sir,
Kamla Nehru Institute of Management & Technology,
Faculty of Pharmacy,
Faridipur, Sultanpur (UP).

Sub: Regarding Joining as Associate Professor in Faculty of Pharmacy.

Respected Sir,

With due respect, I would like to state that I, Dr. Chandra Shekhar Singh joining as Associate Professor in the Faculty of Pharmacy, Faridipur, Sultanpur (UP). I understood and abide the rules & regulations laid down in my appointment letter. I assure you that I will give my best effort for the betterment of the Institute with full confidence.

Thanking You.

Place: KNIMT, Faculty of Pharmacy.

Yours Sincerely

Date: 02/ March/15



(Dr. Chandra Shekhar Singh)



NH-96, Faizabad Bypass Road, Faridipur, Sultanpur (UP) - 228 118

Ref. *KNGI/KNMIT/150-155/2015*

Date : *02.03.2015*

To,

Dr. Chandra Shekhar Singh,
Jr. MIC, 170/2C,
Saket Nagar, Bhopal (MP).

Subject:- Appointment letter for the post of Associate Professor in Faculty of Pharmacy.

Dear Sir,

With reference to your application for the post of Associate Professor in Faculty of Pharmacy, subsequent to interview, we are pleased to appoint you as an Associate Professor in Faculty of Pharmacy on following Terms & Conditions:-

- (1) You will be appointed in the pay scale of Rs. 37400-67000. In addition of the basic salary, you will get other allowances as per approved by Management.
- (2) Other terms & condition of your appointment will be governed by the Rules & Regulations of the Institute

Kindly send your consent indicating expected date of joining if the aforesaid offer and the terms & conditions are acceptable to you.

For: **Kamla Nehru Institute of Management & Technology,**
Faridipur, Sultanpur (UP).


(Authorized Signatory)
Manager


The appointment is subject to the following terms and conditions:

1. Initially you will be on probation for a period of one year from the date of joining this Institute. The said period of probation is further liable to be extended by another year purely at the discretion of the Managing Committee.
2. During or at the expiry of the said period of the probation or the extended period of probation, the committee shall have the right to terminate your services without assign any reasons and by serving notice of one month or salary in due thereof, if your work and conduct is found to be unsatisfactory.
3. Your appointment and continuance in service is further subject to production of Degree/Diplomas or other qualifying certificates in original with attested copies thereof within a period of fifteen days from the date of acceptance of this offer of appointment. In case it is found that you are not possess the requisite qualifications entitling you to serve as a Associate Professor, your services shall be dispensed without any further reference to you.
4. As an Associate Professor, you shall be the whole time employee of the Institution and shall not engage yourself in any work similar in nature to that of the Institution and/or in which you may for the time being be engaged by the committee and/or engage yourself anywhere in any work, profession or employment during that period of your employment with the committee.
5. You shall devote whole time to the duties assigned to you from time to time and shall not undertake any tuition work without the written permission of the managing Committee/Director.
6. You shall conforms to all rules and regulations in force from time to time in the Institution and shall obey all other lawful orders/instructions/directions of the Managing Committee/Director as are given to you in connection with the day-to-day discharge of your duties, in this Institution.
7. You shall not practice or incite any students to practice, casteism, communalism or untouchability, or cause any damage to the property of the Institution or behave or encourage to incite any student, teacher or other employee to behave a rudely or disorderly violence or any conduct which involves moral turpitude or be guilty or misbehavior or cruelty towards any parent, guardian, student, teacher or other employees of the Institution or organize or attend any meeting during the Institute hours except when you are required or permitted by the Manager or the Institution to do so.

8. You shall receive any communication whatever it is offered or delivered to you personally and shall sign the duplicate copy of the same in token of its having been received by you.
9. In case of any act or commission/constituted misconduct is alleged against you, you shall be placed under suspension pending enquiry and shall be paid subsistence allowance as admissible to you as per decision of Managing Committee.
10. You shall be responsible for the safe custody of the registers, books, and other things/records entrusted to you and in case of any damage or loss, the Managing Committee/Director shall have the right to initiate disciplinary proceeding against you as decided by the Managing Committee.
11. You will avail only 14 casual leave in a year and shall not absent yourself from the Institution without leave or with the previous sanction of the Head of the Institution or from the class, which you are required to attend.
12. You shall maintain integrity and devotion to duty and/or shall not do anything which is unbecoming of an Institute employee.


(Authorized Signatory)
Manager

I accept the aforesaid terms and conditions of the appointment.


Signature with Name: Dr. Chandreshwari Singh
Date: 02/03/15
Contact Number: 9554062505
Address: Sekhar, Bihargari, Dehri (U.P.)