

Ref.No.- DDGI/DDCOP/2019

Date: 28/02/2019

Mrs. Namrata Singh
R/o 907, Civil Lines Unnao
209801, UP

Appointment Letter

Dear Madam,

With reference to your application for employment & the subsequent interview you had with our selection committee, we are pleased to inform you that you have been appointed as **Principal** on the following terms & conditions. You are required to report for duty at the earliest but not later than **28/02/2019**, failing which this appointment will automatically stand cancelled & withdrawn. Your appointment will be effective from the date of your joining the duties with us. Presently you will be posted at Dayanand Dinanath College of of Pharmacy, Bichhipur, Kanpur Nagar

- 1) That you will be paid the salary As per AICTE and Government Norms.
- 2) That you will be on probation for a period of 1(one) year during which period your services can be terminated on 1(one) month's notice or 1 month's salary in lieu of notice on either side. However, your above probation period can be extended for another 1(one) year if your performance is not found satisfactory.

OR

That your present appointment is on contract for a period of 1(one) year from the date of your joining the duty & on expiry of the same it will automatically stand lapsed unless it is specifically extended.

- 3) That you will abide by the Rules, Regulations & Practices/ Policies of the Institution.

