



ASHOK SINGH PHARMACY COLLEGE

Maharoopur, (Jaunpur-Varanasi Road), Near Zafrabad Thana, Jaunpur U.P. (Pin- 222002)

Approved by AICTE & PCI Affiliated to UPBTE Code-4092

website : ashoksinghpharmacy.co.in

E-mail: ashoksinghedu19@gmail.com

Ref. ASPC/JNP/51/2020

Date 10-11-2020

OFFER / APPOINTMENT LETTER

To,

Mr. Kaustubh Shrivastva
Vill-Baruwan, Post-Baruwan
Macchhisahar Jaunpur (U.P) 222143

Dear,

1. This has reference to your application for the post of lecturer in Ashok Singh Pharmacy College, Maharoopur, Jaunpur. After subsequent interview and discussion with us. You have been selected for the appointment as a lecturer, Ashok Singh Pharmacy College, Maharoopur, Jaunpur on consolidated salary of Rs. 15600/- (Fifteen Thousand Six Hundred Rupees only) per month inclusive of basic and other allowances as per society's rules.
2. The aforesaid appointment is purely on contractual basis, initially for the academic year ending, which shall be extended subject to satisfactory performance and extended approval of the college by AICTE/PCI and its affiliation to Board of Technical Education, Lucknow.
3. The terms and condition for the service to the post offer to you have been explained in detail at the time of interview and during subsequent discussion for which we have already received your acceptance.
4. During the period of engagement types of leave may be sanction to you:
 - a. One casual leave (CL) on each completed month of service during the session i.e 12 CL subsequent year.
 - b. Sick leave, 12 days in an academic session.

OR

Two CL will be provided on each completed month of service during the session. If you don't utilize your CL, then it will be carry forwarded to next month. At the end of Session your balance CL will be added to the next academic session.

5. As per rule, your service can be terminated any time with one month notices or with one month advance salary. Similarly if you leave the service you have to give one month notice in advance or one month salary.
6. Your absence from the duty continuously for more than five days without information will be considered as resignation from your services.
7. You will not apply any were without prior permission of the management.
8. You will be reporting to the Principal, Ashok Singh Pharmacy College and will be act as per his directives from time to time or as per policy of the management for the betterment of the institute.
9. You can join your duty on or before 15 November 2020 and submit the duplicate copy of this letter as acceptance.

Raghendra Pt Singh

Chairman

(Ashok Singh Pharmacy College)

Chairman

Ashok Singh Pharmacy College
Maharoopur-Jaunpur