

Date... 30/06/2020

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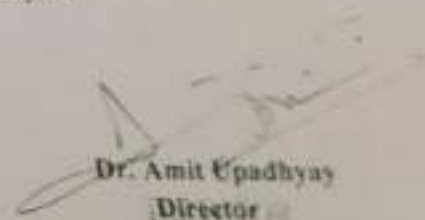
Appointment Letter

To,
Miss. RICHA SHARMA
D/O RAKESH SHARMA,
NAGLA HANSHI BARDWARI HATHRAS 204213

Dear Sir,

1. With reference to your application for the post of Assistant Professor in our institute against our advertisement published in newspaper/ Website, we are pleased to appoint you for the post of Assistant Professor in our institute as per the recommendation of the selection committee.
2. The terms and conditions for the service to the post offered to you have been explained in detail at the time of interview and subsequent discussion for which we have already received your acceptance.
3. As per rule your services can be terminated at any time with one month notice or with one month advance salary. Your absence from duty continuously for more than five days without information will be considered as resignation from the services.
4. You will be reporting to the Director, B.P.S. Educational Institution of Pharmacy and will act as per his directives from time to time or as policy of the management for the betterment of the Institute. You are required to give your consent for joining the institute since 01/07/2020.
5. One month prior notice or one month salary (in case you want to leave without notice of one month) will be required before leaving the job, failing which the appropriate action may be taken against you.

We look forward to a long happy association with you.


Dr. Amit Upadhyay
Director of
B.P.S. Educational Institution
Of Pharmacy
Nagla Hanshi, Etah

CC to:

1. The Director.
2. The Accounts Section.
3. Personal File