

Bhartiya Pharmacy College

Ref. No. BPC/911/49.....

Date 27/09/2017.....

To
Mr. Ali Waris
S/o Mr. Tahir Husain
U. Arasi Khurd, Amroha

Subject- Appointment order for the Post Assistant Professor/Lecturer in Pharmacology Department.

Dear Sir,

With reference to your Bio-Particulars and application, we are pleased to inform you that on the basis of testimonials, we are pleased to appointment you as **Assistant Professor/Lecturer** in the **Department of Pharmacology** at **Bhartiya Pharmacy College, Vill, Gajraula, J.P. Nagar (U.P.)** on regular basis. The appointment is subject to the conditions given below:-

1. Your will be entitled for the salary is 15000/-
2. Subject to the approval from the PCI, New Delhi and A.K.T.U., Lucknow.
3. TDS, any other statutory tax, if applicable will be deducted at source. You are advised to keep the account officer informed of your savings and investments for the purpose of calculation of TDS.
4. You will be on probation period for one year. Your performance during above said period will be assessed by the competent Authority. During the probation period your services can be terminated by 24 hours notice. However if you leave, you have to give 30 days prior notice. After probation period, you can leave our services by giving one month notice or payment of one month salary both side.
5. The appointee shall be full time employee of this institute and shall not engage him/herself in any private tuition nor shall involve in any private business, trade or profession. You will have to work exclusively for our college and you will not take up any assignment even on part-time basis. You will be diligently and faithfully work for our college/hospital.
6. You will be allowed weekly off and other holidays, as may be prescribed by the institute.
7. You will be abiding by the rules/order/regulations of the institute/PCI/State government.
8. You will be maintaining college timings and other rules, which are in force, as on today & which will be applicable from time to time in future.
9. Increment / salary revision or any addition will be made at the time of annual review at the discretion of management on the basis of performance of the duty.
10. The management reserves the right to terminate your services in the event of indiscipline or working against the interest of institution.
11. Relieving certificate from the institution where candidate has been working or proof of superannuation, whichever is applicable.
12. At the timing of joining duty in this institution you should bring the following documents:
 - Colour copy of all Educational Certificates/ Marksheets
 - Colour Copy of all Experience, Reliving & Promotion Orders
 - Colour Copy of all Photo ID Proof issued by Govt. authorities : Aadhar Card/ Pan card/ Driving License/Passport/ Voter ID Card


- Residence Proof
- Colour Copy of Registration Certificate issued by State Registration Board
- Form -16
- Recent Passport size photos-5

13 During the tenure of your appointment you will carry duties assigned to you by the authorities. On first day, you will report to the HR Manager, Bhartiya Pharmacy College for signing the joining report.

14 If the above-mentioned terms & conditions are acceptable to you. Then send acceptance letter to us.

This appointment letter will be affective from your date of joining. We are looking forward to working with you.

Sincerely,


Authorized Signatory
Bhartiya Pharmacy College
Gairu, Anroha

Ref. No.

Date

- Secretary, BPC
- Dean Academic, BPC
- Concern Department, BPC
- Admin. Office, BPC
- Account Office, BPC
- Guard File