



SHAMBHUNATH INSTITUTE OF PHARMACY (SIP)
ALLAHABAD

Approved By AICTE New Delhi & Affiliated to U.P. Technical University, Lucknow

Date 15/10/13

5/10/2013/151



To,

Mr. Saurav Ghoshal,
1 Cassels Road, Shambhu Barracks
Allahabad, UP-211001

Subject: Appointment letter

Dear Sir/Madam,

1. You are appointed as Assistant Professor in Pharmacy College.
2. You are appointed in the basic scale of Rs. 8000-275-13500 plus allowances.
3. You will be a full time employee of the college. Thus, you will not undertake any assignment either on honorary basis or otherwise without written consent of the management of institute.
4. In addition to taking lectures/tutorial/practical classes as assigned to you, your job responsibility shall include student assessment, evaluation, developing resource material, laboratory development, active involvement in students on-curricular/extra-curricular activities assisting in departmental/college/ hostel administration and any other work assigned to you by any competent authority.
5. Your performance will be evaluated on the basis of teaching skills and services offered to the college.
6. You will be on probation for a period of one year initially, which can be revised depending upon your performance. After satisfactory completion of probation, your services will be regularized. During the probation, your services can be terminated without any notice.
7. Once regularized, the terms and condition of this appointment can be terminated by either party by giving one month notice or one month salary in lieu thereof.
8. You will abide by HR policy of the institute and any change made there in from time to time.
9. You are required to join on 18th October, 2013.

We look forward to having a long lasting relationship

Thanking you

Yours Truly,

Director

Copy to:

1. Personal file
2. Account Section