

Ch. Sughar Singh College of Pharmacy

Jaswant Nagar, Etawah

Mob. 9720296702

E-mail : cssgijaswantnagar@gmail.com

Ref.

Date...20/08/2020

To

Shipra Verma

Kaist, Jaswant Nagar

U.P. 206045

Appointment letter

Subject- Appointment on the post of Lecturer at Ch. Sughar Singh college of pharmacy.

With reference to the selection/screening committee, which consider your candidature at its meeting, held on 20/08/2020 your appointment to the post of Lecturer at Ch. Sughar Singh college of pharmacy. The monthly salary in respect to this appointment will be Rs. 25535. It's my privilege to send you this appointment letter which will be subject to the following terms and conditions.

01. you are bounded to serve this institution at least to the end of the session.
02. you have to follow all rules/regulations provided by the college administration /management.
03. If college administration is not satisfied with your service. you may be dismissed from the service.
04. If you resign from service, you must inform at least one month before.
05. If your work found incomplete at the time of leaving the college or found any mistake in responsibilities given by college, your salary will not be paid and deprived from any kind of benefits regarding college.

07. You are not allowed to take leave more than one day at one time. If you take leave more than one day at one time, that will not be counted as C/L but counted as an absent. You cannot take more than two C/L in one Month.

08. Total 14 C/L are granted in a session

09. Your appointment is temporary basis in the institution.

10. Only you are responsible for all documentation according to your post.

11. You will be required to join within Two Days from the issuance of this appointment letter, failing which the appointment will be stand cancelled. The relaxation in the period of joining may be sought from the Secretary if required.

12. Please sign and return the duplicate copy of this appointment letter as a token of your having accepted the appointment with the above terms and conditions.

~~Secretary~~
~~Secretary~~
Ch. Sughar Singh Smriti Nyas
Jaswant nagar (Etawah)
Jaswant nagar (Etawah)

I hereby agree to accept the above mentioned appointment to the post of
.....
..... With all the terms and condition stated therein.


14/01/21
(Signature with date)