ACCURATE COLLEGE OF PHARMACY

Approved by AICTE & Affiliated to Pharmacy Council of India

Mr. Shekhar Prakash Kushwaha
C/o Late Sh. H.S.Kushwaha
19 L/R, East Model Town,
Ghaziabad.

Date: 01.01.2021

Employment /Appointment Letter

As per the recommendation of the management, we are pleased to appoint you as **"Assistant Professor"** in **Accurate College of Pharmacy,** Greater Noida on the following terms and conditions

1. Your total remuneration will be **Rs. 40,000 / - per month** consolidated

2. You will abide by all rules and regulations of the Institute as may be enforced from time to time and will report to the Director/ Chairman/Group Director.

3. Your services will be for Probation on a period of 11 months from the date of joining. Based on your performance and conduct, this period may be reduced, dispensed or extended at the discretion of the management of the institute and unless an order in writing is given to you, you shall not be deemed to have been confirmed.

4. Thereafter, you will be appointed as a full time employee. During your employment you will not undertake any other assignment with any other educational or other kind of organization either on honorary basis or otherwise without the written consent of the management of the Institute.

5. You are required to work without break for minimum 30 days after joining the Institute.

6. Absence without leave or prior approval of your superior or intimation to the concern management official or remaining absent beyond the period of leave originally granted or subsequently extended shall result in voluntary termination of your employment without any notice or salary in lieu thereof or hold on salary disbursement, unless you return to work/duty within 3 days from the Commencement of such absence and provide satisfactory explanation to management of the institute regarding such absence. You have to prior apply for the leave from your reporting officer. Leave can be claimed as of right once granted by the Authority. Discretion is reserved to the authority empowered to grant leave or to refuse or revoke leave at any time to the exigencies of work.

7. After confirmation, if you decide to resign, you will be liable to serve one month notice period or payment of an amount equivalent to a month gross salary in lieu of the notice period.

8. During the course of duty/service in the institute, if found unsatisfactory in your performance and/or guilty of misconduct, your services may be terminated with immediate effect. However, under the following circumstances the management of the Institute shall be entitled to terminate the services with immediate effect and you shall not be entitled to any compensation, notice and salary in lieu thereof from the Institute.

(a) If you are found to be evolved in theft, sexual harassment, disclosing Intellectual property rights, disclosing confidential information to the third party.

(b) If you become incapable to perform your duties.

(c) If you willfully disobey the lawful and reasonable orders of the Institute and neglect in abiding by policies of the institute as when issued for you.

(d) Wrongly conduct yourself or found taking part in any movement of propaganda which is detrimental to the interest and goodwill of the Institute.

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