



R. S. D. ACADEMY (COLLEGE OF PHARMACY)

(Approved by AICTE, PCI, New Delhi and

Affiliated to A.K.T.U & Board of Technical Education, Lucknow(BTE Code-1243)

RAM GANGA VIHAR, PHASE-II, MORADABAD

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Dated – 04.05.2019

Dr. Supriya Maity
C/o Mr. Sukumar Maity
Kifaitchak (Suranankar), Panskura (R.S)
Purba Midnipur West Bengal -721152

Sub- Appointment for the Post of Principal in RSD Academy (College of Pharmacy)

In reference to your application dated 12.04.19 and subsequent interview the Management is pleased to appoint you on the above mention post on the following terms and conditions.

1. You will be paid salary Rs 70,000 /- per month inclusive of all allowances.
2. You will be on probation period for one year. The probation period can be extended on the basis of your work report.
3. Your services can be terminated any time during the probation period without assigning any reason. The Management can ask you to leave the job after giving a notice of one month.
4. If you want to leave the job, you will have to give one-month notice during the probation period and three months notice after that. You may be permitted by the management to leave the job after surrender of one month salary during the period of probation and three Months salary after the probation period.
5. You will have to be in uniform during working hours.
6. You will be allowed leaves as per rules
7. TDS, if applicable will be deducted at source. You are advised to keep the Account Office informed of you savings and investments so that correct TDS is calculated.
8. You will observe College timings and other rules, which are in force, as on today or which will be applicable from time to time in future.
9. Disciplinary action as per decision of the Management can be taken If you violate any rule, your service can be terminated without giving any time/notice.
10. You will submit photocopies of all your testimonials/certificates duly attested by the competent authority. In case any certificate is found incorrect/fake, you will be liable for any action thereof.
11. You are required to join your duties with immediate effect with all original certificates, testimonials, experience certificate and two passports size photograph


(Dr. Vinod Kumar)
Chairman