



Ref: HR/HIMS/2020-21/1479

Date: 30-12-2020

**APPOINTMENT LETTER**

To,

Miss. Monika Jaiswal  
(B.Pharm)

**Sub: Appointment for the post of Lecturer, Hind School of Pharmacy in the Hind Institute of Medical Science, Safedabad Barabanki.**

Dear Sir,

With references to your application, qualification and subsequent interview the under-signed takes pleasure to inform you that the management of the institute has been pleased to appoint you on the post of Lecturer on the following terms and conditions.

1. That you will be required to perform all the duties relating to the post and also assigned by the management to you time to time.
2. That you will be required to follow the rules, regulations and discipline of the institute strictly.
3. That you will serve this institute at least for term of one year after that, if you want to leave, one months prior notice is to be given to the institute authorities.
4. That during your service in this institution, you will be entitled to avail maximum one day casual leave is a month and one day off per week in a month.
5. That the management may terminate your services giving 1 month prior notice or 1 month salary in lieu thereof, when your services are not required by the institute.
6. That in the case of breach of discipline. Rules and regulations by you, the management may terminate your services without giving any prior notice for the same.
7. In case the appointment offered is acceptable, you have to join on or before **May 01, 2020**.
8. 10% security amount will be deducted from the salary.
9. Please report to the undersigned.

**CHAIRPERSON**  
For Hind Charitable Trust