

Date: 21.02.2013

To,

Mr. Jaideep Kumar Singh Yadav
H.No. 2415, Vivek Nagar, Sultanpur

APPOINTMENT LETTER

Dear Mr. Jaideep Kumar Singh Yadav,

With reference to your interview for the post of Lecturer held on 21.02.2011, we are pleased to inform you that you have been selected in Venkateshwara School of Pharmacy for the said post.

Your services will be governed by the following terms & conditions:

Terms & Conditions:

- Your consolidated salary will be Rs. 19000/- pm.
- You will be on probation for three months from the date of joining.
- After probation period, on the basis of your performance in these three months your employment would be regularized or your probation period might be extended.
- Your annual increment will be link with your performance during the academic session.
- You will be permitted to avail the leave as per the leave policy of the institutions.
- You have to furnish the documents related to your temporary and permanent address along with telephone number(s) at the time of joining the institution, if any change occurs in your address and telephone number.
- You have to submit the two set (photo copy) of your educational certificates and experience certificate along with your bio-data and 4 recent passport size photographs at the time of joining, and you also have to bring your original documents for verification.
- You are required to deposit one month salary as "security". This amount will be retained, recovered at the rate of 15% per month. This security will be refunded to you once you leave the organization.