



NOVA COLLEGE OF PHARMACY

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Ref: NCOP/02/2019

Date : 05/08/2019

Appointment Order

Mrs. Pratima Gupta D/o Dr. Ram Bhadra Adiga is hereby informed that with effect from taking over charge, She is appointed to the post of Assistant Professor for our Diploma in Pharmacy Programme on regular basis at our institute. In reference to your application & subsequent interview with selection committee at NCOP Lucknow and on the basis of recommendation of selection committee, we are please to appoint you as Assistant Professor in our Institute. Your appointment would be governed by following terms & conditions.

1. As Assistant Professor, You will be entitled to a monthly gross salary of 21,600/- (Rupees Twenty one Thousand Six Hundred Only) in the pay scale of 15600-39,100 plus a special allowance of Rs. 3000/- per month. In addition to this, you will avail accommodation and food at the cost of institute.
2. Your appointment is regular and effective from the date of joining.
3. Your appointment shall be governed by the rules and byelaws of the institute. TA/DA shall be admissible to join the post.
4. If any declaration furnished by you in your appointment to the above post is found to be false or if he is found to have willfully suppressed any material information he will be liable to removal from services. The appointment may be terminated at one-month notice at either side.
5. Regular performance review will be conducted to access your performance and suitability. Your salary will be reviewed after a period of 6 month and thereafter every 12 months. You will be entitled to all allowances and benefits whatsoever decided by management.
6. You are entitled to avail holidays and leaves as prescribed by AICTE/State Technical Board/ State Govt./Trust rules.
7. In addition to terms and conditions stated in the letter of appointment, you are bounded to the "Service Agreement " including policies appearing in the institute manual.
8. Your signing or receiving the appointment letter and joining the institute confirms your acceptance of the terms and conditions mentioned above.
9. You shall report at the institute premises directly within one month of issuance of this letter.

We hope a symbiosis emerging out of our collaboration.

Secretary

