



INSTITUTE OF PHARMACEUTICAL SCIENCES & RESEARCH (I.P.S.R.)

Approved by AICTE, PCI New Delhi and Affiliated to Dr. APJAKTU, Lucknow.
Mahadev Campus, (Opp. P.S. Sohranau), Lko-Kan Express Highway, Sohranau, Distt. Unnao UP- 209339
Fax: 95143-378370, Phone: 95143-378370/371072 Mob: 9453020602/603601605, 9415001477 E-Mail ipr_2007@yahoo.com
(Established & Run by Saraswati Educational & Cultural Society, Lucknow, U.P.)

Ref No.: 2252/2019/429A

Date: 06/02/19

To,
Ms. Richa Saxena
FLNo. SH-264
Shakti Nagar, Indira Nagar
Lucknow-226016

Subject - Appointment letter

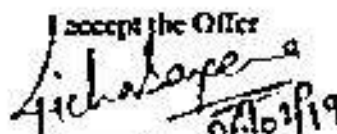
Dear Ms. Richa,

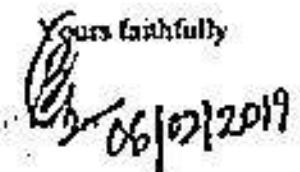
We are pleased to appoint you in our organization on the following terms and conditions

1. Designation: Assistant Professor.
Salary: Rs. 30,000/- Consolidated.
2. Your appointment will be effective from date of joining i.e. 06/02/2019 failing which this appointment will stand automatically withdrawn.
3. You undertake to work with full sincerity and faithfulness.
4. You may have access to the confidential information of the organization, such information must not be divulged without due authorization.
5. You will have to comply with the organization general rules and regulations.
6. You will strictly abide by the code of conduct of the organization.
7. You will obey the time-table and schedule of job/duty hours issued by the organization.
8. You are entitled to resign by giving a one month prior notice or in the case of termination; the organization will provide you with the required notice or pay till lieu of notice.
9. You will be entitled to avail leave in accordance with the rules of the organization.
10. You will do your best to maintain the decorum in the organization.

Please sign this letter to acknowledge your understanding and acceptance of the terms and conditions of the organization.

We look forward to a long and fruitful association with you.

I accept the Offer

06/02/19
(Signature of Candidate)

Yours faithfully

06/02/2019

Chairman
Institute of Pharmaceutical Sciences & Research (I.P.S.R.)
Sohranau, Unnao.

Copy to:

1. Registrar I.P.S.R., Sohranau (Unnao)
2. Accounts department
3. Personnel file