



ISO 9001: 2008 Certified

Human Resource Department
G.C.R.G. Group of Institutions

Ref. No. : G.C.R.G./HR/Joining/2019-20/.....¹⁹

Date: 19/10/2019

To,

1. Accountant - Salary account formalities.
2. Reception - Attendance register update.

Sub: New Joining: Tutor in G.C.R.G. College Of Pharmacy.

Name : Ms. Shashi Prabha
Emp. Code : 400
ERP Code : EF000641
Joining Date : 17/10/2019
Contact No. : 8299863961
Correspondence Address : 228, Unai, Post- Badanpur, Baunabhari,
Sitapur, U.P.- 261303

Head (HR) 19/10/19

Director General

- C.C.:
1. The Chairman, for kind information.
 2. Dy. Dean (G.C.R.G. Group)
 3. Vice Principal (Pharmacy College)
 4. Registrar
 5. Librarian
 6. Record Officer (Store & Records)
 7. Guard File
 8. Ms. Shashi Prabha