# SHARDA GROUP OF INSTITUTIONS

Corporate HR Office

## At: Hindustan College of Science & Technology Campus

P.O. Farah, Agra-Delhi Highway (NH-2), Mathura

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Visit us: www.sgei.org, E-Mail: academics@sgei.org

SGI/C-HR/APL/GKJ/DEAN/ACP/2014                                      September 19, 2014

# LETTER OF INTENT

To,
Dr. Kashmira Jayantilal Gohil
5, Chitrakut Complex, Sundervan Society,
Vejalpur Road, NAVSARI-396445 (GJ)

Dear Madam,

This is in reference to your interaction with the selection committee on 01.09-2014 at SGI Tower, Agra

Based on your credentials and performance in the interaction, we are pleased to release a letter of intent to you for the position of Dean-Anand College of Pharmacy, AEC Technical Campus, Keetham, Agra on the following terms; A formal appointment letter shall be issued subject to your acceptance and compliance with conditions spelt out below:

1. 1. Salary- Basic Pay of Rs. 44,700/- in the pay band of Rs. 37400-67000/- with academic grade pay of Rs. 10,000/-; CTC as per Annexure 'A'.

2. Provisional joining date – 07.10-2014.

With acceptance please confirm through email and report for document verification process on 07-10-2014 at Corporate HR office. On clearing the verification of all original documents process subsequently joining letter will be issued.
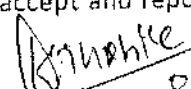
Document to be verified:-

1. All educational qualification/ marks claimed copies of original marksheet/ Degrees needed.
2. All post employment verification/Offer letters & released letter from previous employers including the immediate previous employer verifying the compensation, designation and period of employment as well as certificate of relieving.
3. Testimonials /Copies of paper in support of claimed credentials.

If any information provided by you proves to be false, then your appointment is liable to be cancelled without consideration to notice period or any other compensation.

The letter of intent shall stand withdrawn automatically if you do not accept and report by the due date for document verification.

07|10|14

Received & accepted

Director-HR