

A.R. INSTITUTE OF PHARMACY

Tajpur Distt: Bijnor (U.P.)

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Approved by PCI, AICTE [A Statutory Body under the ministry of HRD, (Govt. of India)]

Affiliated To Dr. A.P.J. Abdul Kalam Technical University

Board of technical Education Technical Education, Lucknow (U.P.)

Ref:- **ARIP/APP-01**

Date:- 01-07-2019

To,

**Saurabh Kumar
Bijnor**

Dear Sir,

With reference to your application and subsequent interview, we are pleased to **appoint** you as a **Principle** in the **Department of Pharmacy** w.e.f the date of your joining this assignment on the following terms & conditions:-

1. Your pay and terms & conditions shall be as per UGC/Govt. norms.
2. You will be on probation for a period of one year from the date of your joining. On successful completion of probation, you will be treated as a regular employee of the College in the above scale. The management can extend the period of probation. Your service can be terminated on a notice of three month (from either side) or three month's salary in lieu thereof.
3. You will report to and work under the instruction of the Director of the College. You will abide by all rules and regulations of the College as approved by the Management from time to time. You will treat as confidential any information concerning the affairs of the College.
4. You are being appointed as a full time employee of the College and, thereof, shall not undertake any other assignment with any other educational or other organization either on honorary basis or otherwise without the written consent of the Management of the College. In case you apply for any job elsewhere, please do send simultaneously a copy of your application to the Director for his information.
5. Upon severance of relationship for one reason or other, you will hand over to the Director all papers and documents which may at that time be in your possession relating to the affairs of the College and you will not retain any copies or extracts there from.
6. Please sign on the enclosed copy of this appointment letter, as a token of acceptance of the terms and conditions given in this letter, and submit the same of the College.

You are expected to join your duties immediately.

Thanking you,

Yours Sincerely,

for **A. R. Institute of Pharmacy Tajpur (Bijnor)**

CHAIRMAN


CHAIRMAN

A.R. INSTITUTE OF PHARMACY

TAJPUR (BIJNOR), U.P.

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WEB SITE. <http://www.arinstituteofpharmacy.com>