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# Maharani Laxmi Bai College of Pharmacy

Vill. Fattehpur Bhou, P.O. Singhpur Sani Distt. Sambhal (U.P.)

Email : mlbpharmacy@gmail.com

Ref. No. : MLB/2020/028

Dated.....10/08/19.....

To

Mr. Shane Alam

Village- Lodhipur Rajput,

Post – Pakbada, Dist- Moradabad

## Appointment Letter

Dear Shane Alam

1. This is to inform you that the MAHARANI LAXMI BAI COLLEGE OF PHARMACY is pleased to appoint you as Assistant Prof., you shall be paid salary as per AICTE/PCI norms.
2. You shall be entitled to the leaves as per the rules of the institute.
3. The Management can terminate your services by giving one month notice or one month salary in lieu of notice.
4. If at any time you wish to discontinue the service, you shall serve a notice or one month salary in lieu notice.
5. The deduction from your salary towards the PF & Income tax will be made as per rules. You shall be abiding by the rules & regulation of the institute enforce from time to time in this regards.
6. You will report to and work as per the instructions of Chairman. You will also abide all rules and regulations of the trust/Institute as approved by the Management from time to time. You will treat all important and secret information as confidential affairs of the Institute.

Best of Luck

Chairman