

PATEL SHIKSHA SAMITI

Village & Post-Terwa, Gausganj, Tehsil-Saundhya, District-Hardoi, Uttar Pradesh-241305

Email-ID : patelshikshasamiti05054@gmail.com | Contact No. : 0505-4274425

Reference No. : P-55 / J.P.V.C.P. / 21/06/19/06

Date : 21.06.2019

To,

Ms. /Mr. /Mrs. Shalini

Dubagga
Pin Code - 2226101
Uttar Pradesh, India

Subject : Letter of Appointment

Dear Ms. /Mr. /Mrs. Shalini,

With reference to your application and subsequent interview and on recommendation of the selection committee of "Patel Shiksha Samiti" For J. P. Verma College Of Pharmacy. The management committee is pleased to appoint you as **Lecturer** with effect from the date 21/06/2019, Friday for the academic session 2019-2020 on following terms and conditions :

1. You are appointed on new revised scale of pay scale Rs.15,700.00 - Rs.35,000.00 + AGP including all Allowances as per A.I.C.T.E. rules.
2. You are requested to submit attested copy of testimonials, degree, mark sheet, etc. of your academic qualifications.
3. During the period of employment you will not engage yourself in any other employment outside the institute without the prior consent in writing by the institute.
4. You shall abide by all the rules and regulation of the institute as applicable and issued from to time.

5. In the interest of the institute additional duties may also be assigned to you apart from the regular duties
6. You shall not disclose, divulge or communicate information to any other person or persons relating to the activities of the institute during the period of employment thereafter.
7. You will be allowed to avail casual leave of one day after completion of one month. P/L will be accrued to your account after successful completion of your probation period.
8. The service may be terminated without any notice or compensation if found guilty in violation of code of conduct and discipline in the institute.
9. Termination of appointment on any ground other than disciplinary action will be after a notice period of the month or payment in lieu of that.
10. In case of resignation, one month prior notice shall be served before resignation. In case of inability to notify payment in lieu of notice period should be deposited.
11. You are requested to submit in attested copy of the testimonials, Degree, Mark sheet, etc. of your academic qualification.
12. You are requested to submit, your consent and acceptance by signing on the copy of the letter which is enclosed.
13. We look forward to a faithful association with you in shaping the institute to its best.

Your Sincerely,

For Patel Shiksha Samit



Signatory Name : Vivek Kumar
Designation : Manager