

ISHAN INSTITUTE OF PHARMACY

H.O.: 120, Hans Bhawan, 1 BSZ Marg, Delhi-02 | Campus 2, Knowledge Park-1, Gr Noida
UP-201310 Ph: (0120) 2334470 | Web: pharmacy.ishan.ac | email: pharmacy@ishan.ac

No: IIP/HR/2019/03
Date: 01/08/2019

To,
Mrs. Kumari Sonu,
D/o Sh. Rupendra Singh
R/o - FCA 366, Kalee Mandir wali gali,
East Chawla Colony, Ballabgarh,
Faridabad, Haaryana-121004

Sub.: Letter of Appointment for the post of Lecturer in D.Pharm. 2 Years Course of Ishan Institute of Pharmacy, Greater Noida

Dear Sonu,

With reference to your application for the above mentioned post and subsequent interviews by the Selection Panel, it is hereby informed you that you have been appointed for the post of Lecturer in D.Pharm. 2 Years Course of Ishan Institute of Pharmacy, Greater Noida on the following terms and conditions enclosed:

Your appointment is effective from the date of issue of this letter.

1. Your appointment will be as per norms of AICTE/PCI/ U.P. Govt. & UGC.
2. You are required to submit self-attested copies of qualification certificates, testimonials, experience certificate, residence proof, Adhar Card PAN No. etc. Any change in the above must inform to the institute in writing immediately.
3. You will follow all official circulars and instructions. You are required to submit progress report of assignment given to you.
4. You will look all the overall affair of the college.
5. Your salary will be as per scale of State Govt./ University/AICTE/UGC subject to TDS applicable as per Income Tax, 1962.
6. You will maintain confidentiality of documents and matters of the institute. Any breach of confidentiality of the institute matter, your service will be terminated without any notice to you.
7. You shall give one month prior notice before leaving the job. The Institute will take action as per the service condition of affiliating University. After permission of the University and Management of the Institute, you will be relieved.

Thanking you and looking forward for your best services.

Issued by

(Nishi Supta)
HR Executive

- CC: 1. PA to the General Secretary, for the information of General Secretary
Of the Institute.
2. Account Section
3. Personal File
4. Guard File

Kumari Sonu
11/8/2019