

# ISHAN INSTITUTE OF PHARMACY

H.O.: 12B, Hans Bhawan, 1 B5Z Marg, Delhi-02 | Campus: 2, Knowledge Park-1, Gr Noida  
UP-201210 Ph: (0120) 2534470 | Web: pharmacy.ishan.ac . email: pharmacy@ishan.ac

Ref No : IIP/HR/210212

Date : 01.02.2021

To,

Dear Diksha Saini

R/o H.No 361, Block -J Alpha 2, Greater Noida

Sub.: Letter of Appointment for the post of Lecturer in Ishan Institute of Pharmacy,  
Greater Noida

Madam,

1. With reference to your application and subsequent interview/interaction/discussion held with the Selection Committee the undersigned is pleased to inform you that based on the recommendation of the said Selection Committee, you are hereby appointed as the Lecturer.
2. Your appointment is subject to the following terms & conditions:
  - i. That your salary shall be as per State Government/PCI/ BTE Norms/ University Norms.
  - ii. Your appointment is on Full time basis and your normal daily duty hours shall be as decided by the Competent Authority. However, the working hours shall be flexible depending upon the exigencies of services at the discretion of the Management
  - iii. You will be on probation for a period of one year. During the period of probation you are expected to demonstrate your suitability for the position for which you have been appointed.
  - iv. Besides taking lectures, Tutorials in the department you will be required to participate in the internal and external examination duties of the College, University, any authorized body for conduction of examination and it is obligatory on your part to carry out any other responsibilities assigned by the University and college from time to time.
  - v. You are also required to undertake the responsibilities in the college which are conducted by the college in relation to the student care and that of academic nature related to professional Pursuits, and also take part in Administrative task related to College and shall have to Strive to maintained dignity and standard of the college .
  - vi. During the probation period your services are liable to be terminated at any time if the same have been found unsatisfactory, without any notice or assigning any reason.
  - vii. The period of Notice from the employee side shall be of three months' time which shall not include leaves taken /absenteeism during these days otherwise the period shall be extended accordingly.

Received  
Diksha

