



OXFORD COLLEGE OF PHARMACY

Approved by: Pharmacy Council of India, New Delhi (PCI) and AICTE - Ministry of HRD, Govt. of India
Affiliated to: Dr. A.P.J. Abdul Kalam Technical University, Lucknow (U.P.), India

Ref. No.

OCP/Faculty/2021/368

Date 15/07/2021

To,
Mr. Manmohan Sharma S/O Shri. Govind Ballabh
15, Daula, Almora,
Uttarakhand, 263660

Subject: Appointment letter of Mr. Manmohan Sharma for the post of Assistant Professor.

Dear,

This is with reference of your application for the post of Assistant Professor (Pharmaceutical Chemistry) and subsequently your interview held on 15/07/2021 in the office of Director of Oxford College of Pharmacy, UPSIDC, Industrial Area, M.G Road Dist-Hapur, U.P. We are pleased to inform you that our recruitment committee found you eligible for the post of Assistant Professor.

Therefore, you are appointed as Assistant Professor (Pharmaceutical Chemistry) in the Oxford College of Pharmacy on regular basis with immediate effect. You will be paid salary as per pay scale of 15600-39100 with grade pay 6000. You are hereby advised to join the institute within one week from the date of issue of this letter.

You are expected to abide by the administrative order of the institute as amended from time to time as well as by the usual responsibilities associated with a position in academia. In addition to your teaching / scholarly responsibilities you will be expected to undertake and participate in rightful duties as the HOD/Director may assign from time to time.

You shall maintain confidentiality of all knowledge / information gained during your employment at Oxford College of Pharmacy and shall not divulge the same to any unauthorized person by word of mouth or otherwise, at any time. The same is expected of student record as well.

It is also instructed that you would not leave or switch over to some other institute in the middle of the academic session as per University /PCI guidelines and you would serve one month prior notice to the institute before leave the institute.

If any time in the opinion of the institute, which is final in this matter, you are found to be guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty

Received
Chhavina
15-07-2021

without permission or any other conduct, considered by the institute to be detrimental to the interest of the institute and students, or by violation of any terms of this letter, your service are liable to be terminated forthwith, without notice or salary in lieu thereof.

Your appointment is based on the information given by you during your hiring process. If at any time the information given by you is found to be incorrect, misrepresented or concealed, your service shall be terminated without notice and salary in lieu thereof. It would be your primary responsibility to teach the student diligently, sincerely and devotionally. Your further increment and promotion would depend upon your academic performance. You must follow all procedures associated with seeking and maintaining accreditation of the programmes. This may include assessment, alumni interaction, documentation, and/or other evaluation methods as deemed appropriate by the HOD/Director.

You are requested to return the enclosed duplicate copy of this letter of appointment to the office duly signed in token of your having accepted the aforesaid terms and conditions.

Yours truly



Prof. (Dr.) R. D. Gupta

Director

15/07/2021
Director
Oxford College of Pharmacy
Industrial Area, UPSIDC
Macon Gaurah Road, Hapur (UP)

Declaration:

I say that I have read and understood the terms and condition of the appointment letter and agree to abide by the same.

Received
Sharma
18-06-2021

Signature