



S.G.M. INSTITUTE OF PHARMACY

Saheri, Ghazipur- 233001

Approved by AICTE & PCI New Delhi

Affiliated to A.P.J. Abdul Kalam Technical University-Lucknow (U.P.)

Ref: 19/147/01/53

Date: 30/07/2019

Mr. Kamran Hassan
Mr. Shaukat Ali
Principal, A.P.J. Abdul Kalam Technical University
Lucknow, U.P.

OFFER/APPOINTMENT LETTER

In response to your application and subsequent interview held on 15.07.2019 the management committee is pleased to appoint you on the post of **Assistant Professor** in the **S.G.M. Institute of Pharmacy, Ghazipur** on the pay scale Rs. 1700/- per month with an S.O.P of Rs. 700/- on the following terms and conditions:-

The nature of your appointment is regular basis. The appointment can be terminated by 30-day notice from either side or payment in lieu of that notice. You are requested not to engage yourself in any other employment outside the institute and you are required to abide by the rules and regulations of the institute in letter and spirit as applicable and issued from time to time. Salary and gratuity and pension and service fees will be provided to you separately. The institute will be liable to a maximum in the interest of the institution. The institute will not be liable for any violation or any of the conditions of appointment including but not limited to the duties and conditions of the position. Your services can be terminated forthwith without any notice or compensation, in the best of the institute's interest.

During your regular duties you may be assigned any other duty in the interest of College. You will also be responsible for the students of the institute.

During the period of engagement the types of leave may be sanctioned to you

- 1. **Sick leave** - one day of each completed month of service during first year of service i.e. 12 days in a year. For subsequent year the same shall apply.
- 2. **Privilege leave** - one day (one P.D) will be accrued and credited in your current at the rate of one day for every 11 days working. The first accrual will be made after 11 months of continuous service.
- 3. **Annual leave** - 15 days in a year however during first year of service it is payable on pro-rata basis. The same shall be payable on full pay. An amount of deduction of income tax will be made on the basis of the income tax rules.

You will be allotted a furnished accommodation if and when available in the campus. During the period you will be with the monthly salary in the form of S.G.M.I.P. Government Staff Trust rule.

The institute will be liable to a maximum in the interest of the institution. The institute will not be liable for any violation or any of the conditions of appointment including but not limited to the duties and conditions of the position.

Your services can be terminated forthwith without any notice or compensation, in the best of the institute's interest.

Yours faithfully,
Chairman/Secretary

(Signature)
Chairman/Secretary
Uttar Pradesh Samaj Muslim
Educational Development
Welfare Sewa Samiti
Ghazipur

Contact us : 09918900203, 09918900202, 09918900230
Visit us at : www.sgmip.co.in, E-mail: sgmiphararmacygzp01@gmail.com
College Code : B.Pharmacy - 993, D-Pharmacy - 4895