

Dr. Mahendra Kumar Chhote Lal Bind College of Pharmacy

UPARDAHA, HAKDIA, PRAYAGRAJ (ALL.) - 221503 (U.P.)

E-mail : dr.komalsharma03@gmail.com Website : www.drmlbcp.in

Appointment letter

Date : 25/09/2021

Dr. Komal Sharm

To, Dr. Komal Sharm Singh

UPARDAHA

Reference to your appointment letter, your services. You are now and hence appointed in Dr. Mahendra Chhote Lal Bind College of Pharmacy on the following terms and conditions, subject to following conditions:

1. You shall be employed on a probationary basis for a period of one year commencing from the date of your appointment. After one year of probation your appointment will be confirmed if you are found suitable to continue for another year to achieve the expected results.
 2. You shall be required to attend full duties of the institution to perform regular office work as per the time table of the institution. All the duties include regular classes, laboratory, practicals and other duties and work as required by the institution.
 3. You shall observe your duties and conduct in strict accordance with the instructions of the college. You have to attend your work daily and be punctual accordingly.
 4. The appointment is subject to verification approved by authority. All the duties and work as per the good conduct report of the institution and other duties.
 5. You shall be held responsible for the conduct of your work in the institution.
 6. You have to abide by the rules and regulations of the institution, which may change from time to time and the same will be binding on you.
 7. Absence of more than 15 days in the calendar year may be considered as grounds for the termination of services by the institution and accordingly you will be off.
 8. It is subject to institution concerned to you found necessary, being satisfied in any stage. You are to observe your duties and work as per the time table of the institution and other duties.
 9. Your salary and tax is provided as per the institution's policy and other duties. The working regularly in strictly, you are to attend all the duties and work as per the institution's policy and other duties. You are to be held responsible for the conduct of your work in the institution and other duties.
 10. You shall be held responsible for the conduct of your work in the institution and other duties.
 11. You are appointed at the salary of Rs. 55,000 per month per year.
 12. We are expecting you to attend full duties. The date for the institution is 25/09/2021.
- Thanking you for the opportunity of the institution and other duties. We are expecting you to attend full duties.

(Signature)
Principal

(Signature)
Principal
Dr. Mahendra Kumar Chhote Lal Bind College of Pharmacy
UPARDAHA, HAKDIA