

Ref No. Mi:ET/2024/084/2024

Date: 15/10/2024

## Appointment Letter

Mrs. Purna Suresh  
Vill - Babbaru.  
Subbaranyam, Vinnu Pochetla

Dear Sir,

With reference to your application and subsequent interview, the Management of Mi:ET Pochetla Babbaru Branch is pleased to appoint you as 'Assistant in the Department of Pharmacy' subject to get across and the following terms and conditions:

1. You will be on probation for a period of one year, which can be further extended to a maximum of another one year, subject to your conduct, performance & approval from following 1 month.
2. During the probation period you will be paid salary as mentioned above. Other than the above salary, no perks would be payable to you.
3. Your services will be confirmed after successful completion of the probation period subject to your satisfactory work conduct and integrity.
4. This appointment can be terminated on any month across from either side, on any a day of during the probation period.
5. As a whole time employee, you will not engage yourself in any other employment outside the Institute and you are required to abide by the Rules & Regulations of the Institute in letter and spirit as applicable and based from time to time by Management/Managing Director.
6. In case of your being found guilty of misconduct or violation of any of the conditions of appointment including the code of conduct and discipline of the Institute, your services can be terminated through any means or compensation at the discretion of the Institute.
7. In addition to your regular salary, you may be assigned any other duty in the interest of the Institute.
8. You shall be required to perform and fulfill job responsibilities as specified by the Institution as per the attached format.

You are required to join the Institute immediately on receipt of this appointment letter. In the case of joining, you are also required to submit self attested copies of your 10th standard of academic qualifications, work experience and verification of academic details issued by a registered medical practitioner along with three passport size photographs.

Mi:ET has retained

 Mi:ET  
Director