



Ref: 102/PL/ARV/2021

Date: 03/12/2021

To,

Ms. Rinki Yadav

Mr. Shiv Shankar Singh Yadav

146 D/21 A Nayay Nagar, Kandhalpur

Dhoomanganj, Prayagraj - 211011

**Subject: Appointment as Asst. Professor**

Dear Madam,

With reference to your application and subsequent interview held on 20/10/2021 and as per the recommendations of selection committee the undersigned is pleased to appoint you as a Assistant Professor in our institute w.e.f. 25/10/2021 on the following terms and conditions-

• SALARY - As per PCI norms.

• SERVICE

You are being appointed as a full time employee of the institute and thereat will not undertake any other assignment with any other educational institute or other kinds of organization either on honorary basis or otherwise without the written consent of the management of the institute. Your service are on probation period for one year from the date of joining and can be terminated by either side by giving one month's notice or payment of one month salary in lieu thereof.

• RULES

You will abide by all the rules and regulations of the institute as may be enforced time to time and will report to the President of the Society.

• CONFIDENTIALLY

You will treat all information/affairs of the institute as a confidential and will not divulge to any person, firm or institute or company any information that you may come across during the tenure of your service with the institute and thereafter.

• HANDING OVER OF CHARGE

Upon completion of your tenure of relief which for one month and another you will hand over to the President all papers and documents which may at time be in your possession relating to the affairs of the institute and will not retain any of extracts there from.

enumerated above.

Please sign on the duplicate copy of this letter signifying your acceptance of the terms & conditions

*Dr. Arun*

Yours faithfully,  
**Director**

**ARK COLLEGE OF PHARMACY**