

Ref. No. HCCP/2022/407Date: 17.07.2022**APPOINTMENT ORDER**

To,
Mr Abutahir
Ward no.55, Near Jama Masjid
Kachhi Mohalla Dhanpur, Dist: Shahdol, M P-484114

Dear Sir,

With reference to your application and subsequent interviews, I am directed to inform you that the management is pleased to appoint you as Assistant Professor in Hakkullah Chaudhary College of Pharmacy, Mankapur, Gonda, for course in Pharmacy on the following terms and conditions:-

1. You are placed in AICTE pay scale of Rs.15600-39200 with AGP of Rs. 6000/- with an initial basic pay of Rs.15600 per month with other allowances.
2. You will be on probation for a period of one year, which may be extended for another one year.
3. You will abide by the conditions of service as leave rules, discipline and conduct rules as may be laid down from time to time, by the Hakkullah Chaudhary Aiksanikha Shiksha Samiti, Gonda.
4. You should not indulge in any of the activities which may affect the reputation, name and fame of the organization.
5. You should not disclose any information regarding working of the institution to the outsiders.
6. You should not engage yourself in any private business or practice either in an individual capacity or in association with any other persons/institutions.
7. You should not absent yourself from work without prior notice and sanction by competent authority.
8. You may be required to work beyond the working hours as and when required by the institute in case of any exigency.
9. In case of any contravention intentionally or otherwise of the terms of this appointment of service rules as the case may be, the institution reserves the right to take disciplinary action against you and even to terminate your service without assigning any reasons.
10. If you desire to resign from the post, you shall have to give one months notice to the institute or in lieu of it, you have to pay one month total salary and your services are liable to be terminated by the employer by giving one month notice or one month salary in lieu of such notice. However, you will not be relieved in the middle of the academic session.
11. Your appointment is subject to final approval by AICTE, PCI and AKTU.

In token of acceptance of the above terms and conditions you hereby required to sign duplicate copy of this order of appointment and self attested photocopies of your certificates in support of Educational/ Technical qualification.

Director

Copy to be sent to the Chairman, for information please.