



# LLOYD SCHOOL OF PHARMACY

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Ref: LSP/APP.LTR/Dec'21/010

01.12.2021

To

Dr. Khurshheed Alam,

## APPOINTMENT IN LLOYD SCHOOL OF PHARMACY, GREATER NOIDA

Dear Khurshheed Alam,

With reference to your application and subsequent interviews, we are pleased to appoint you as **Director** at **Lloyd School Of Pharmacy, Greater Noida** at an Annual CTC of Rs. 16,00,000/- ( Rupees sixteen Lakh only); subject to statutory deductions as applicable.

Your employment will be with effect from **December, 01<sup>st</sup> 2021**

1. You will be on probation for one (1) year from the date of joining, which can, however, be extended further at the discretion of management.
2. At all times, you will abide by and will be governed by the rule and regulations of the College as amended or framed from time to time by the Management.
3. You will abide by the Employment Bond related to your appointment and duration of employment.
4. Your hours of attendance shall be regularized by the Management of the College.
5. Your services can be transferred from one position to another, one department to another, or from one location to another, anywhere in India, whether existing at present, or to be set up in the future, or any of the system rules & regulations.
6. During the period of your employment with Lloyd School of Pharmacy, you will not engage, concern, interest directly or indirectly in any other occupation, business or employment whatsoever without the previous consent in writing of Lloyd but you shall devote your time, attention and abilities exclusively in the performance of your duties. You shall in all respect, obey and conform to Lloyd orders and regulations and will faithfully serve Lloyd and put your best endeavor to promote the interest of the Lloyd.

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7. You will not, either during the period of your service in the organization or thereafter, disclose, divulge or communicate to any other person or persons whatsoever any information regarding the activities of the Lloyd. The management is authorized to constitute criminal action if the confidentiality is breached.
8. In case there is any dereliction in performance of your duties or you are found to have misbehaved with your seniors and colleagues, or that you have done something which has caused and loss in goodwill, reputation, financial or otherwise to the college, you will render yourself liable for gross misconduct and in that event the Management shall be free to terminate or remove you from service.
9. In case you are found to be suffering from any infectious disease or protracted illness and remain irregular in your attendance, the organization shall have the right to terminate your service without any notice. The organization can ask you to get yourself checked through a medical practitioner nominated by the management and a report of the medical examination would be submitted to the organization.
10. Your services will be liable to be terminated at any time during the period of probation without assigning any reason, notice or payment in lieu thereof. However, the employee needs to serve one (1) month notice period during probation. After confirmation, either party giving three (3) months notice, or payment of three (3) month's salary in lieu thereof, can be relieved.
11. The management shall be a liberty to terminate your services without any notice in the event of:
  - a. Insubordination, Indiscipline, Dishonesty or negligence of duty.
  - b. You are becoming unable to attend to your duties efficiently on account of ill health, infirmity or accident.
  - c. During the period of investigation into such circumstances, you are liable to be suspended from duty without any salary.

Please return a duplicate copy of the appointment letter duly signed by you in token of your acceptance thereof.

Looking forward to a fruitful association with you,

Accepted  
K. J. J. J.  
01/Dec/26

For Lloyd Group of Institutions

  
Manohar Thairani  
(President)