



# Javatri Institute of Medical Sciences & Pharmacy Division

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Ref.NO:JIMSPD/Appoint./001/2022

Date:10/08/2022

## LETTER OF APPOINTMENT

TO,

Ms Sanjeev Dubey  
Sanjeevani Sadan  
H. no. 9, Transport Nagar  
Lucknow (UP)  
+91-9452192376

We are pleased to inform you that you have been selected to be engaged for a period of 12 months w.e.f. 16/08/2022 to provide services as Principal Pharmacy Division of Javatri Institute of Medical Sciences .

This offer to engage you as Principal In Pharmacy Division of Javatri Institute of Medical Sciences , is hereby given to you on the following terms and condition of appointment.

- 1- You will abide by the rules and regulations of the Pharmacy council of India, New Delhi and Javatri Institute of Medical Sciences.
- 2- You will provide services & fulfill duties and responsibilities prescribed for the post from time to time by the concerned authorities. Your services are on full time basis and you will not engage yourself in any other assignment/ profession during the period of contract.
- 3- From the date of joining you will get a salary of 35,000/- per month .
- 4- At the end of initial period of 12 months , the contract may be renewed on annual basis.
- 5- A minimum of one academic will be served in the institute . In case either party wants to end the contract after that , a 30 days prior notice will have to be given or one months' salary ( latest salary ) in Lieu thereof .
- 6- In case of any dispute with respect to interpretation and application of the term of this assignment or otherwise, the matter will be referred to the management committee JAVITRI FOUNDATION, whose decision shall be final & binding.
- 7- Your contract can be terminated on disciplinary grounds or for dereliction of duty without giving any notice, without applicability of clause (5) above.
- 8- Your working hours are 09:00 AM to 04:00 PM Subject to duty hours fixed by Chairman, Javatri Institute of Medical Sciences, Pharmacy Division.
- 9- During your working hours, you will be engaged in teaching of students of Pharmacy and other related work of BTE PCI and Samaj Kalyan and complete office Management.
- 10- You will be eligible for your 1<sup>st</sup> annual increment on 1<sup>st</sup> April 2023 . Minimum of 3000/- increment is assured at that time . Thereafter increment will be issued as per Institutes policy on yearly basis .
- 11- You will be eligible for leaves as per the Leave rules of Javatri Institute of Medical Sciences.
- 12- You can avail Transport services provided by the institute on a chargeable basis @ 2000 /pm .
- 13- Medical insurance for the period of contract is desirable . Corporate office can facilitate in the process if required. Without medical insurance the institute will not be responsible for any medical / surgical liabilities of the faculty.
- 14- The appointment will stand cancelled if the offer is not accepted within seven days of issue of the letter .

Accepted

*Sanjeev Dubey*  
11/08/2022

*[Signature]*  
(Chairman)

Javatri Institute of Medical Sciences & Pharmacy Division  
Kankaha , Raebareilly Road Mohanlalgarh Lucknow UP