

R. K. Pandey Pharmacy College

Chhatrapati, Mahipal, Unchahar, Sonapat (UP)

E-Mail: rkpandeypharmacycollege@gmail.com

Web: www.rkpandeypharmacycollege.com

Ref No. _____

Date _____

To: Yashu Kishor, Vikramal, Aligarh.

CORR LETTER

With reference to your application and subsequent interview held on 27.07.2024, the Management Committee is pleased to inform you regarding the post of Assistant Tutor in the R.K. Pandey Pharmacy College Chhatrapati Mahipal, Sonapat, Sonapat in the approved terms and conditions.

1. The nature of your appointment is regular basis.
2. This appointment can be terminated on non-acceptance from either side, or payment is not offered.
3. As a full time employee, will not engage yourself in any other employment outside the institute and you are required to abide by the rules and regulations of the Institution or better and strict as applicable and passed from to some other terms and condition including service rules will be provided to you separately.
4. Your services are transferable to anywhere in the interest of the Institute.
5. In case of your being found guilty of misconduct or violation of any the conditions of appointment including the code of conduct and discipline of the Institute, your services can be terminated forthwith without any notice or compensation in the line of that what is set.
6. In addition to your regular attend you may be assigned any other duty in the interest of College you will also assist in admission of the student for the Institute.
7. During the period of engagement the types of leaves may be sanctioned to you.
 - a. Casual leaves: one day for each completed month of service during first year of service or 12 days in a year for subsequent year.
 - b. Annual leave/PPL: one day: the PPL will be accrued and credited in your current at the rate of one day on completion of each 11 day working. The first accrual will be made after 15 months of continuous service.
 - c. Sick leave: 8 day in a year however during first year of service it is payable on pro rate basis the sick leave payable on half pay. At source of deduction of income Tax will be made on salary as per the Income Tax Rules.
8. You will be selected a furnished accommodation if and when available in the campus. During this period you will be paid the monthly salary as per norms of BTE/PC/UP Government /BTE/Trust rule. This offer/appointment letter is purely temporary subject to approval of state Govt. and concerned approval bodies with a probation period of one year requested to on your duties before 15.08.2024/within submitted the joining letter at the time of joining.

1. Accounts Department: R.K. Pandey Pharmacy College Chhatrapati, Mahipal, Unchahar, Raebareilly
2. Guard File.
Thanking you.


Chairman
R.K. Pandey Pharmacy College
Chhatrapati Mahipal, Raeb.