

मेधाव्वाले वर्गी शिक्षण प्रशिक्षण संस्थान

अध्यक्ष, वल्लभ नगर, मुंबई - ४०००८०

दिनांक: _____

क्रमांक: _____

आ. सं. _____
श्री. _____
Subject: Appointment / Offer Letter for the post of Lecturer in Pharmaceutical Special Store
of Pharmacy College.

Dear Sir,
With reference to your application and appointment, we are pleased to inform you that on the basis of interview, we are pleased to appoint you as Lecturer in the Pharmaceutical Special Store of Pharmacy College from _____ as per the advertisement. The appointment is subject to the conditions given below:

1. You will be appointed for the salary with the scale of Rs. 11,000/- per month with 10% dearness allowance.
2. Salary to be approved from the M.A.A. (M.A.A. 11000/-)
3. T.D.A. and other allowances like, if applicable will be granted as usual. You are entitled to keep the amount either in cash or by depositing it in the name of your savings bank account.
4. The appointment may be terminated or stopped with one month's notice or by giving one month's notice.
5. The appointment shall be full time appointment of the post and you shall not engage in any other private business or shall accept any other private business, trade or profession. You will have to work exclusively for the college and you will not take up any other private work or profession later. You will be diligent and faithfully work for the college/department.
6. You will be allowed weekly off and other holidays, as may be prescribed by the college. You will be abiding by the rules and regulations of the college/department.
7. You will be contributing savings savings and other funds, which are in force, as and when it shall be applicable from time to time.
8. Discipline / Safety services or any other will be made in the case of general services in the operations of management on the basis of performance of the duty.
9. The management reserves the right to terminate your services in the event of resignation or working against the interest of institution.
10. Retaining certificate from the institution where candidate has been working, as proof of experience, wherever applicable.

The above mentioned terms & conditions are applicable to you. This offer is subject to the approval of the management.

Yours faithfully,
Principal,
Medhavale Vargi Education & Training Institute

Signature
Principal/In-charge