

ISLAMI FUND (Regd.)

Plot Khari Road
Najibabad (Bijnor)
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Annexure-3
اسلامی فنڈ (رجسٹرڈ)

اجمل خاں روڈ، نجیب آباد (بجنور)
فون نمبر: ۰۵۳۱-۲۲۰۷۳۱

Date 25.11.2022

Ref No. VCHM/2022/11/25

تاریخ

سلسلہ نمبر

To,
Mr. Shivnedra Agarwal,
Sarai Rafi, Chandpur
Bijnor (U.P.)

Subject: Offer of appointment for the post of "Principal" in Pharmacy Department.

Dear Sir/Mam,

The management is pleased to offer you the appointment for the above mentioned post on the following terms & conditions:

1. You are appointed in the pay scale of 37400-67000 GP 10000.
2. You will be on probation for a period of one year which may be curtailed or extended based on your performance.
3. You have to follow the policies, rules and regulation of **Vision College of Health and Medical Sciences, Najibabad, Bijnor U.P.**
4. You can leave service by giving one month notice or salary in lieu thereof.
5. You are required to submit the following documents at the time of joining.

- (a) Three Pass-port size photographs.
- (b) A medical certificate from a medical officer/MBBS doctor.
- (c) Original certificates & two self attested photo copies of your certificates from high school onwards including experience certificates.
- (d) Character certificate.
- (e) Caste Certificate in case of SC/ST, OBC.
- (f) Two Proof of address - Copy of Passport/Ration Card/Driving License/Voter's identity card.

6. We welcome you aboard.

This offer is valid for a period of 10 days within which you must signify your acceptance of the offer. If the appointment is acceptable to you, kindly sign the acceptance of this offer and return the same to the undersigned. Unless otherwise indicated writing this offer will stand cancelled. You are requested to join at the earliest.

This has approval of the competent authority.

Secretary

ISLAMI FUND (Regd.)

Amjad Ali
Auth. Signatory

For Islami Fund Najibabad (Regd.)

Amjad Ali
Secretary