



# Shiv Shyam Pharmacy College

School/Institution: Hamirgarh, Punjab-1721505 (I.P.P.)  
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To: *Sir Pooja Kaur*

Date: *28/11/22*

At: Pooja Kaur  
No. M. Ram, Sarda Road

Subject: offer letter

Dear Sir,

With reference to your application and subsequent interview held on **28/11/2022** and as per the recommendation of selection committee, the undersigned is pleased to offer you to join as a Lecturer in our institute on the following terms and conditions.

• **SALARY** As per ICA norms.  
• **SERVICE** You are being appointed as a full time employee of the institute and thereof will not undertake any other assignment with any other educational institute or other kinds of organization either on honorary basis or otherwise without the written consent of the management of the institute. Your service are on probation period for one year from the date of joining and can be terminated by either side by giving one month's notice or payment of one month salary in lieu thereof.

• **RULES** You will abide by all the rules and regulations of the institute as may be enforced time to time and will report to the President of the Society.

Please sign on the duplicate copy of this letter signifying your acceptance of the terms & conditions enumerated above.

Your's faithfully

*A. A.*  
Manager

भारतीय  
शिव श्याम फार्मसी कॉलेज  
हमिरगढ़, जम्मू & कश्मीर

I am ready to join the institute, if the institute will get the approval from the PCI.

Date: *28/11/2022*

Name of Employee: *Pooja Kaur*

Signature: *Pooja Kaur*

*Mantish Kumar Dubey*

प्रधान  
शिव श्याम फार्मसी कॉलेज  
हमिरगढ़, जम्मू & कश्मीर

*A. A.*  
प्रधान  
शिव श्याम फार्मसी कॉलेज  
हमिरगढ़, जम्मू & कश्मीर