

SHIV GYAN PHARMACY COLLEGE

C. B. Ganj, Bareilly

Ph:9410843032

Ret No. S.G.P.C./01/2023/ May/019


Date 18/05/2023

To,
Ms Anju
Bareilly

Appointment Letter for the Post of Asst. Prof.

With reference to your application and the subsequent interview you had with us, I feel pleasure in offering you the position of Asst. Prof. in the Shiv Gyan Pharmacy College, C. B. Ganj, Bareilly on the following terms and conditions:-

1. Your Appointment will be effective from 04/01/2023 on full time basis subject to probation of one year from the date of joining duty. If you fail to join your duties due to any reason, within one week from this date this appointment letter automatically stands cancelled.
2. You will be paid a monthly salary of as per AICTE norms which include Basic, AGP, HRA, DA and TA.
3. The continuation of your services will depend on the performance appraisal, which will be reviewed after one year.
4. During probation period before leaving/terminating the services either side shall give one month's notice or pay in lieu thereof your services be terminated without notice in case any disciplinary / legal action has been initiated against you.
5. On confirmation of services after probation period the notice period shall be of two month's or pay in lieu thereof from both the sides.
6. You may be required to participate in any non-teaching activities of college. It would be essential for you to do all works assigned by director/management you will also be required to undertake coordination admission and placement & training & development activities of students.
7. You are required to produce a medical fitness certificate from a qualified doctor MBBS/MS/MD, within fifteen days of your joining day.
8. You will not undertake any outside assignment of private coaching during the period of your services in institute without the permission of chairmen/Vice Chairmen/Director in writing.
9. You will be governed by the rules and regulations of institute enforced from time to time.
10. You should produce satisfactory evidence of having obtained a proper relieving letter from your precious/present employer.
11. Institute present with your testimonials (duly attested) for your record purpose and submit your original certificate for verification. If the offer of appointment on the above forms and conditions is acceptable to you, please intimate your acceptance of offer immediately.


अधिका/प्रबन्धक
शिव ग्यान शिक्षा समाजोत्थान सेवा समिति
खन्तीलपुर रोड, पटेल नगर, नई बरखी
सी०पी० गंज, बरेली


Principal
Shiv Gyan Pharmacy College
Khandaula, C.B. Ganj, Bareilly