

# CH. PREM SINGH PREM VATI PHARMACY COLLAGE

GANESHPUR POST FAITHAULI DISTT ( MAINPURI)- 206302

Ref. No. \_\_\_\_\_

Date 25/8/2023

## APPOINTMENT LETTER

TO,

Mr. Ajay Sharma  
s/o Mr. Nehram  
724 E. Nauli, Gwalior, Madhya  
Pradesh-206001

We are happy to inform that on the bases of your performance in interview 25.07.2023 you have been selected for the assistant professor in our organization. Accordingly you are requested to come with all original documents and complete your joining formalities within 15 days from the release date of letter on following terms and conditions.

1. You will be on probation period of 6 months from the date of joining based on your performance in last 6 months you will further receive a detailed letter of appointment.
2. Your salary will be as per pay scale of pvt new delhi which will be subject to deduction of taxes.
3. You are supposed to arrange for your accommodation and transport.
4. You will have to take proper care of all the work assigned to you well as documentation related work like setting of files, handling of instruments maintenance of records etc.
5. The normal working days are Monday to Saturday. You will be required to work accordingly as per the need.
6. You will be getting 14 casual leaves and other leaves will be given according to PCI norms.

We look forward to welcome you as a new employee cum family member in our organization.

11/44/24-120  
Ch. Prem Singh Prem Vati  
Gwalior District Mainpuri