



OXFORD COLLEGE OF PHARMACY

Approved by : Pharmacy Council of India, New Delhi (PCI)
Affiliated to : Dr. A.P.J. Abdul Kalam Technical University, Lucknow (U.P.) India
Affiliated to : Board of Technical Education, Lucknow (U.P.) India

Ref: OCF/Directo Apr/2023/807A

Date: 18/12/23

To,

Mr. Amit Upadhyay S/O Mr. S.C. Upadhyay
128 Sheel Nagar near Anand Nagar
Sagartaal Road Gwalior M.P.U.P - 220046

Subject: Appointment letter of Amit Upadhyay for the post of Director.

Dear Mr. Amit Upadhyay,

This is with reference to your application for the post of Director and subsequently your interview held on 11/12/2023 at Oxford College of Pharmacy, UPSIDC, Industrial Area, M.G Road Dist-Hapur, Uttar Pradesh. We are pleased to inform you that our recruitment committee found you eligible for the post of Director at the institute.

Therefore, you are appointed as Director in the Oxford College of Pharmacy on regular basis with immediate effect. You will be paid salary as per pay scale of 37400 – 67000 with grade pay 10000. You are hereby advised to join the institute within one week from the date of issue of this letter.

You are expected to abide by the administrative order of the institute as amended from time to time as well as by the usual responsibilities associated with a position in academia. In addition to your teaching / scholarly responsibilities you will be expected to undertake and participate in rightful duties.

You shall maintain confidentiality of all knowledge / information gained during your employment at Oxford College of Pharmacy and shall not divulge the same to any unauthorized person by word of mouth or otherwise, at any time. The same is expected of student record as well.

If any time in the opinion of the institute, which is final in this matter, you are found to be guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct, considered by the institute to be detrimental to the interest of the institute and students, or by violation of any terms of this letter, your service are liable to be terminated forthwith, without notice or salary in lieu thereof.

Your appointment is based on the information given by you during your hiring process. If at any time the information given by you is found to be incorrect, misrepresented or concealed, your service shall be terminated without notice and salary in lieu thereof. It would be your primary responsibility to teach the student diligently, sincerely and devotionally. Your further increment

and promotion would depend upon your academic performance. You must follow all procedures associated with seeking and maintaining accreditation of the programmes. This may include assessment, alumni interaction, documentation, and/or other evaluation methods as deemed appropriate by the HOD/Director.

You are requested to return the enclosed duplicate copy of this letter of appointment to the office duly signed in token of your having accepted the aforesaid terms and conditions.

For Gautam Budha Welfare & Education Society
Yours truly


Mr. Sumit Sharma
President
Gautam Budha Welfare & Education Society

Authorised Signatory

Declaration:

I say that I have read and understood the terms and condition of the appointment letter and agree to abide by the same.


Signature

Name: Dr. AMIT UPADHYAY