



APPOINTMENT LETTER

Ref:- SJIP/73/APP/2021

Date : 06/12/2021

To,

Ms. Tanya Singh D/O Late Manoj Kumar Singh

B.Pharm

187, Kazi Khera , Lal Banglow, Kanpur Nagar - 208007 (U.P)

Dear Ms. Tanya,

With reference to our advertisement dated 21/06/2021, your application and subsequent interview, you are selected and provisionally appointed as **Assistant Professor** on the following terms and conditions subject to Kanpur jurisdiction only.

1. You are appointed in the salary of Rs. 15600-39100 per month pay scale.
2. You will be on one year's probation period, in which services can be terminated without any pay/notice. After one-year of probation your appointment will be confirmed / terminated / probation will be extended for another year to achieve the expected standards.
3. You will be reporting to the Principal of the Institute. You have to perform variety of duties / work as per the norms of Institute, AICTE, PCI, BTE, Govt. etc. includes academic, University, counseling etc. and also extended other kind of work as required by the circumstances.
4. You shall devote your full time, skill and attention to the college and promote the interests of the college. You have to record your work daily and get it verified accordingly / Daily.
5. The appointment is subject to verification / approval by University, AICTE, PCI, AKTU, BTE, Govt. etc and also good service record, attendance, character & medical fitness.
6. You will also work / responsible in place of your senior / junior in his absence.
7. You have to abide by the rules & regulation of the institute, which may change from time to time and the same are binding on you.
8. After confirmation of your job, the service can be terminated by giving one-month notice (without any reasons) by either side or one-month salary in lieu off.
9. In case any information furnished by you found incorrect / suppressed at any stage. You are removed from the services at any time without notice/pay as described in point no. 8
10. Your increments and future prospects shall naturally depends on your efficiency, hard working, regularity, sincerity, good conduct and other such relevant factors and same may be with held if the performance is found to be unsatisfactory or accelerated in case of exceptionally good performance.
11. We are welcoming you to our institute. You may join the institute latest by 06-12-2021.

Please sign on the duplicate copy of this letter, as a token of having accepted the above offer.

Received
Tanya Singh
06/12/2021

Principal
PRINCIPAL

S. J. INSTITUTE OF PHARMACY
KANPUR NAGAR, U.P.