



Ref No.: SCOP/FA/2023-014  
Ref .....

Date: 05/12/2023  
Date .....

## APPOINTMENT LETTER

To  
**Dr. Shiv Kumar Gupta**  
T-9, Flat No- 305, Panchseel Primrose  
Ghaziabad, UP-201002


**Dear Dr Shiv Kumar Gupta,**

With reference to your application and interview conducted on 27 October.2023, we are pleased to appoint you as **Professor (Pharmaceutical Chemistry)** at Saraswathi College of Pharmacy, NH-24, Anwarpur, Hapur under the following conditions

1. You will be appointed on gross pay of Rs/- 85,000/- per month.
2. You are requested to report duty as **Professor (Pharmaceutical chemistry)**, Saraswathi College of Pharmacy, NH-24, Anwarpur, Hapur on **01/12/2023**.
3. You will not leave the institution in the middle of the academic year.
4. You will serve two months notice period after submitting the resignation from your post.
5. You should submit the Originals for verification in the time of PCI, AICTE and AKTU Inspection and the same photocopies has to be submitted into the office that are  
Educational Qualification Certificates  
Age Proof Certificate  
Work/Teaching experience  
Relieving Certificate  
Identity Proofs (Aadhaar Card, Pan Card)

If you agree to the above terms of your probationary appointment, please signify your consent by returning one copy of the appointment order duly signed

Accepted the terms and conditions

  
26/12/23  
**Dr Nitin Kumar**  
Principal, SCOP

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