

NKBR College of Pharmacy & Research Centre

Approved by AICTE, Ministry of HRD, Govt. of India, and Pharmacy Council of India (PCI), New Delhi
Affiliated to Dr. A.P.J. Abdul Kalam Technical University (AKTU) and Board of Technical Education (BTE), Lucknow

Campus : Meerut - Hapur Road, Phaphunda, Meerut - 245 206

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Web : www.nkbr.org E-mail : nkbrcollege@gmail.com

Ref. No. *NKBR/Admn/2021/2022*

Date : *25/11/2021*

Mr. Sovindra Kumar Pal
370 Shriram
Vill Kaul Post Kharkhanda
Meerut (U.P.) - 245206

Subject : Appointment Letter

Dear Sovindra

With reference to your application for employment and subsequent discussion we had with you, we are pleased to offer you the post of **Assistant Professor** in the **Dept. of Pharmacology** of our college.

You are required to join your duties on/before *25-Nov-2021* and submit the duly self-attested copies of following documents (if any)

1. Relieving certificate from your previous institute of working.
2. Salary certificate from your previous employer.
3. Testimonials, experience certificates etc relevant to your appointment.

Your appointment will be governed by the rules and regulation of AICTE/UGC/State Govt. and parent society whichever is deemed to be suitable.

Please submit the duplicate copy of this letter properly signed by you as official acceptance of terms and conditions mentioned below:

1. **Salary** : In the pay band of Rs. 15,600-39,100, with usual ACP and other allowances as admissible thereto.
2. **Service** : You are being appointed as full time employee of the Institute and there after you will not undertake any other assignment with any other educational or other kind of organization either on honorary basis or otherwise without the written consent of the institute.
3. **Rules** : You will be governed by the rules and regulation of the Institute as may be enforced from time to time and will report to the Principal & CEO of the college.

Contd.....


(B.J. Garg)
Chairman


(B.P. Garg)
Chief Executive Officer


(Dr. Sachin Kumar)
Principal


(Received By)

4. **Tenure:** You will be on probation for a period of six months during which your progress will be monitored before regularization through duly constituted selection committee.

5. **Termination/Suspension of service:** During probation period or there after your services can be terminated/suspended as deemed suitable to the management in lieu of such decisions without assigning any reason. If you leave the job due to the reason of your own, one month's notice or payment one month salary will be legitimate except the mid-semester cases in which the notice period and the duration of payment of salary will be three months.

Security equal to one month salary will be deducted from your salary in four instalments or as per mutual agreement. The security will be released to you, in case the terms and conditions of the appointment are fulfilled, at the time of leaving the college at your end.


6. **Confidentiality:** You will not leak any information/affairs, that you may come across during the tenure of your service with the Institute, publicly and/or divulge it to any person, firm of Institute or company.

7. **Handing over of charge :** On completion of your tenure or severance of relationship for one reason or other you will hand over the charge to the Principal of the Institute, which may be momentarily in your possession relating to the affairs of the Institute and will not retain any document(s) or extracts there from.

This offer is valid as per your qualifications and experience, as claimed by you in your application. If any information delivered in your bio-data, testimonials etc. is detected false/mutilated/misleading/exaggerated at any moment, your service will be subject to termination without prior notification.

In case of violation of this specific condition(s), your service with the Institute will be liable to termination.


(B.L. Garg)
Chairman


(C.P. Garg)
Chief Executive Officer


(Dr. Sachin Kumar)
Principal

I hereby acknowledge the letter of appointment and agree on the above terms and conditions. I will join my duties on 25/11/2021

Date: 25/11/2021

Signature: 
Name: Srinivas Kumar Pal