



RAJKIRAN COLLEGE OF PHARMACY

Yaqootpur, Akka Dilari, Moradabad - 244001 (U.P.)

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Ref. No. : RCOP/1954/2023-24/03

Date : 30.12.2023

To,

Mr. Hans Raj Singh
Moradabad

Appointment Letter

Dear Sir,

With reference to your application and the subsequent interview dated 29.12.2023 new are pleased to inform you that you have been selected as **PRINCIPAL** in this Institute, strictly in accordance with following terms and conditions:

- That you will be paid a pay of Rs. 32000/- as approved by administrative council.
- That you must strictly comply with the rules regulations, which may be brought into force time to time according to the direction of the Govt. of the state and the management of the Institute.
- That if information of any matter regarding your educational qualification, experience, etc. is found false or in correct your services will be terminated without any compensation or notice.
- That you will devote yourself exclusively to the business and affairs of the Institute and will attend the place of business to which you may be assigned during usual and customary working hours.
- That our working hours are from 9:00 am to 4:00 pm (Monday to Saturday)
- That your absence from the Institute for a continuous period of more than 10 days without intimation and without intimation and permission from the Institute in working, shall be treated as "Voluntary abandonment of Service" and you shall be deemed to "left the service at your own accord".
- That in case you desire to resign from post. You have to give one month prior notice or one month's salary in lieu thereof.
- That the Institute reserves its right to terminated your services by giving some valid reason.
- That if, you accept the set terms and conditions of our Institute you are requested to repost yourself to the undersigned within 20 days falling which this offer will stand cancelled.

We hope that this shall be the beginning of long and mutually beneficial association.

Please return the duplicate copy of this letter duly signed as a token of your acceptance of the appointment on the terms and condition contained herein.

P. Singh
- Chairman
Rajkiran College Of Pharmacy
Akka Dilari, Moradabad