

Ref.....G.I.RS/H.R./09/22/392

Date.....01/09/2022

To,

Ms. Sweta Shukla
BLW Varanasi
U.P. (221004)

Sub: Appointment Letter

Dear Maam,

1. With reference to your application, we are pleased to appoint you for the post of **Assistant Professor** in the department of Pharmacy as per the recommendation of the selection committee. You are required to join the Institute latest by **01 September, 2022**.
2. The terms and conditions for the service to the post offered to you have been explained in detail at the time of interview and subsequent discussion for which we have already received your acceptance.
3. As per the Gazette of India March 1st 2019 point no. 4.0 (Mandatory Teacher's Training) is compulsorily required to completed the probation period.
4. You will be on probation for a period of one year, which can be extended to a maximum of another one year subject to point no. 3 & your conduct/performance.
5. As per rule your services can be terminated at any time with one month notice or with one month advance salary during probation period.
6. In case you decide to leave the organizations you are required to give advance one month notice or month salary to the organization, however you will not be permitted to leave the organization during academic session normally.
7. You will be reporting to the Director, Goel Institute of Pharmacy & Sciences and will act as per his directives from time to time or as policy of the management for the betterment of the Institute.

(Dr. Amresh Gupta)
Director

CC to:

1. Chairman Sir, for Kind Information Please.
2. The Registrar Office
3. The Accounts Section,
4. Personal File
5. Concern Person



Approved
Approved

(Dr. Amresh Gupta)
Director