

I.T.S COLLEGE OF PHARMACY

Estd. 2004

Approved by AICTE and PCI, Affiliated of Dr. A.P.J AKTU, Lucknow (College Code-170)

Delhi Meerut Road, Murad Nagar, Ghaziabad - 201206 (U.P.)

Date: 01.05.2023

Ref.: PERS/ITS/CP/APP/2023/14

Ms. Swati Verma
B141, Basant Kunj Colony,
Guldhara -2, Sanjay Nagar, Sector-23, Ghaziabad

Dear Ms. Verma,


With reference to your application and subsequent interview, we are pleased to appoint you as **Assistant Professor** in **Pharmaceutical Chemistry** at "**I.T.S College of Pharmacy**" on following terms & conditions:

1. **Appointment** : As **Assistant Professor** in **Pharmaceutical Chemistry**.
2. **Grade of Pay** : Rs. **15600 - 39100 + AGP 6000**
3. **Basic** : Rs. **22,068/-**
4. **Duties** : As assigned by the authorities of the college from time to time.
5. **Leave & Other Rules** : You will be granted 10 days sick & 12 days Casual leaves in a year.
6. **Relinquishment of Post/Termination of Service** : In the event, you intend leaving our employment, you will be required to give a notice of one month in writing and have the same approved before leaving. This requirement is subject to the provision that such notice can only be given to be effective during a period involving **15th of April to 15th of June or 1st of November to 31st of December**, so as to avoid disruptions in teaching schedule.
In case, you intend to leave our employment during the period other than above specified period, you will be required to give notice of three months.
In case, the college desires to terminate your Services for any reason, whatsoever, it will do so by giving one month's notice.
The notice shall mean a notice or full pay in lieu thereof.
7. **Transfer to other Institute of Group** : The College has right to transfer you to other institute/Office/establishment/ branch of the I.T.S Group situated anywhere in India or which may be set up in India at any future date, without any change in your salary and you will be bound by such orders.
8. **General Behavior & Conduct** : You shall devote your whole time to your duties and shall not carry on or be concerned in any other business or occupation or trade, whatsoever.
If any declaration or given information furnished by you is found to be false, or if it is found that you have willfully suppressed any material information, you will be liable to be removed from services forthwith without any notice, whatsoever, and without assignment of any reason thereof and to such other action as deemed fit.
09. **Acceptance** : In case the above terms and conditions are acceptable to you, you are advised to sign the copy of this letter for having received it as well as for having accepted the above terms & conditions of service.
10. **Joining Date** : You are required to report for duties on or before **01.05.2023**.

You are advised to submit your latest photographs, photo copies of all original Testimonials, Professional Qualifications & Experience, (if any), personal ID and proof of residence

Yours Sincerely,

FOR I. T. S COLLEGE OF PHARMACY


(Dr. S. Sadish Kumar)
Director

Basic	:	Rs. 22,068.00
D.A.	:	Rs. 9,931.00
H.R.A	:	Rs. 2,207.00
Additional Allowance	:	Rs. 1,256.00
Travelling Allowance	:	Rs. 3,000.00
Gratuity *	:	Rs. 1,538.00
Total	:	Rs. 40,000.00

*Gratuity is being paid along with monthly Salary.

I have gone through the above terms & conditions of my service and accept them fully without any reservation. I also agree to abide by the Rules and Regulations of the College as amended from time to time.

Date: 01/05/2023

Signature: 