



# KIET

## GROUP OF INSTITUTIONS

(A Technical Campus approved by AICTE)  
Affiliated Dr. A.P.J. Abdul Kalam Technical University, Lucknow



1<sup>st</sup> August 2022

An ISO-9001:2008 Certified Institute

KIET: HR:AL: A:KSOP:ASTP:21349

Mr. Kapil Sachan  
58, Fakot, Bhaitan,  
Narendra Nagar, Tehri Garhwal,  
Uttarakhand  
Pin Code: 249175

### Sub: Appointment Letter

Dear Mr. Kapil,

Further to your application, interview and discussions with us, we are pleased to appoint you as **Assistant Professor** in the **KIET School of Pharmacy** in our institute on following terms and provisions.

1. Your employment takes effect on **1<sup>st</sup> August 2022** when you will report @ 9:00 a.m. to HOD (Head of the Department).
2. At the time of joining, you are requested to submit the copies of the documents as per the Annexure-1 (given on the day of offer letter – Joining Checklist). The appointment is subject to authenticity of the documents as a proof for education, date of birth, experience, salary & perquisites (if mentioned) and residence proof.
3. Your appointment is based on the understanding that all the information given by you during discussions and interview are correct, true & complete. In the event same is found to be contrary, the institute has the right to either withdraw/cancel this appointment or terminate the services without any notice or compensation.
4. Your gross annual salary will be **Rs. 6,96,000 p.a.** i.e. Rupees Six Lac Ninety Six Thousand per annum only in the scale of 15600-39100 with Basic salary of Rs. 19,790; AGP: Rs. 6000; DA(105%): Rs. 27,080; HRA(15%): Rs. 3,869 Others: Rs. 1,261 amounting to gross salary of **Rs. 58,000 per month**.
5. Probation and Confirmation:
  - a. Initially, you will be placed on Probation for a period of **One year** from the date of your joining the Institute. In the event if your performance (work, conduct, suitability etc.) is not found satisfactory, the Probation period may be extended at the discretion of the Institute and shall be communicated to you in writing.
  - b. During the period of Probation, your services can be terminated, by either party, without giving any reason, by serving one-month prior Notice, in writing, to the other party, or Salary in lieu thereof.
  - c. On successful completion of probation, and your services being Confirmed in writing, you will be treated as a regular employee of the Institute.

*R*

*L. D. Singh*

★ KIET SCHOOL OF ENGG. & TECHNOLOGY  
★ KIET SCHOOL OF COMPUTER APPLICATION

★ KIET SCHOOL OF MANAGEMENT  
★ KIET SCHOOL OF PHARMACY

13 KM STONE, GHAZIABAD-MEERUT ROAD, GHAZIABAD- 201 206 (U.P.)  
TEL.: 0120-2675314, 2675315, 01232-227978, 227980, 238223, 228224  
TELEFAX: 0120-2675091, Website: www.kiet.edu/www.kietpharmacy.com  
All disputes are subject to Ghaziabad Jurisdiction only.