

JIVIKA COLLEGE OF PHARMACY

Mail ID : jivikapharmacy18@gmail.com

Contact No : 7054529999

Ref. No. JCOP/Appointment/2021-22/06

Date: 20/09/2021

To,

Ms. Priya Sharma

538 K 3/1014 Shivlok Triveni Nagar,

Lucknow: 226020

Contact No. 8840017341

APPOINTMENT LETTER

Dear Ms. Priya Sharma

With reference to your application and subsequent interview and on recommendation of the selection committee of "Jivika College of Pharmacy"

And acceptance of offer from you, the Management Committed is pleased to appoint you for the Designation of "Assistant Professor".

Your CTC (Cost to the Company) will be Rs.23,000/- per month.

Following are the formalities, terms and conditions which have to be famished at the time of joining.

1. Three recent passport size photographs, documentary evidence in proof of your date of birth, educational and professional and other technical qualification, relieving letter/ experience certificates of previous institutions or organization, salary slip of last salary drawn, photocopy of PAN card Aadhar Card.

Address : Village Madarpur (Kukra), Bharawan, Sandila, Hardoi, U.P 241202

Page 1

2. During the period of employment you will not engage your self in any other employment outside the institute without the prior consent in writing by the institute.
3. You shall abide by all the rules and regulation of the institute as applicable and issued from time to time.
4. In the interest of the institute additional duties may also be assigned to you apart from the regular duties.
5. You shall not disclose, divulge to the activities of the institute during the period of employment or thereafter.
6. Your duty hours as informed.
7. You will definitely serve the college at least for a year.
8. The service may be terminated without any notice or compensation if found guilty in violation of code of conduct and discipline in the institute.
9. Termination of appointment on any ground other than disciplinary action will be after a notice period of the month or payment in lieu of that.
10. In case of resignation, One month prior notice shall be served before resignation, In case of inability to notify Payment in lieu of notice period should be deposited.
11. We look forward to a faithful association with you in shaping the institute to its best.


(Dr. Amit Kumar)

Director

Jivika College of Pharmacy
Madarpur Bharawan, Hardoi-241202