

Ashok Nilay Prabhbasu College of Pharmacy
Ullon, PO:Ramlochan Pur , S 24 Pgs , WB, PIN :743336

Email : info.ashoknilay@gmail.com , Ph :9609 14 5459/9735 70 6439

To,
Mr. Nitish Kumar Halder
C/O : Jagadish Halder
Ramnarayanpur, Bijoyganj Bazar, WB, IND

Subject: Provisional Appointment Letter for the post of Assistant Professor

Dear Mr. Nitish Kumar Halder,
We are delighted to extend an offer for the position of Assistant Professor at Ashok Nilay Prabhbasu College of Pharmacy, a newly started Diploma Pharmacy College situated in Ullon, South 24 Parganas. Your qualifications and substantial experience make us confident that your presence will greatly enrich our academic institution. This appointment is contingent upon the affiliation approval received from the West Bengal State Council of Technical and Vocational Education & Skill Development (WBSCTEVE & SD).

Terms and Conditions:

Position and Joining Date: We eagerly anticipate your commencement as an Assistant Professor on September 1, 2023. Your engagement is dependent on the college's attainment of affiliation from **WBSCTEVE & SD**.

Salary and Deductions: Your consolidated monthly remuneration will amount to Rs. 21,600 (Twenty One Thousand Six Hundred Only) CTC. This includes contributions towards Professional Tax (P-tax), EPF, ESIC, and other statutory payments in accordance with prevailing regulations.

Leave Policy: Upon completing six months of impeccable service, you shall be entitled to 4 Casual Leaves (CL) and 8 Earned Leaves (EL). Leave provisions will adhere to the stipulated norms of our organization.

Working Days and Saturdays: Initially, the college operations are scheduled from Monday to Friday. However, the 1st and 3rd Saturdays of each month will be operational exclusively for the engagement of faculty and staff members for the college development.

College Meetings and Attendance: You are expected to participate in college meetings whenever required by the institution.

Resignation and Termination: Should you decide to resign, kindly provide a minimum of one month's advance notice. It's pertinent to note that resignations during an ongoing academic session will not be accepted. The termination process shall follow the identical notice of 1 month and compensation protocols from the organization's end will be applicable

Ashok Nilay Prabhbasu College of Pharmacy

Ullon, PO:Ramlochan Pur , S 24 Pgs , WB, PIN :743336

Email : info.ashoknilay@gmail.com , Ph :9609 14 5459/9735 70 6439

Termination Grounds : Immediate termination may be implemented in the event of misconduct, disrespectful behavior towards Management or seniors & students , or instances involving fraud, forgery, information leakage, fraudulent financial transactions, humiliation, body shaming , ragging, or assault, as deemed appropriate. The organization reserves the right to effect immediate termination without remuneration or compensation in such cases. Legal actions may also be pursued if warranted by the severity of the misconduct.

Affiliation and Statutory Deductions: Your prevailing salary incorporates EPF and ESIC contributions. These deductions will be enacted promptly upon the confirmation of your employment.

Confirmation and Leave Entitlement: After maintaining a record of six months of unblemished service, your role will be confirmed, rendering you eligible for Earned Leaves (EL) and Casual Leaves (CL). An experience certificate will be provided by the organization after one year of impeccable service.

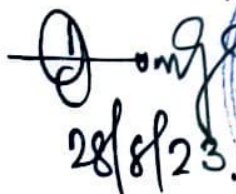
Leave Rules: Your entitlement to leaves and the associated regulations will adhere to the established policies of our organization.

Kindly review the above terms and conditions attentively. Should you choose to accept the offer, please sign and return a copy of this letter to signify your concurrence with the outlined terms.

We ardently anticipate your affirmative response, envisaging a mutually beneficial and productive collaboration.

Yours sincerely,

For, Ashok Nilay Prabhbasu College of Pharmacy


28/8/23.

