



GOURI DEVI INSTITUTE OF MEDICAL SCIENCES & HOSPITAL, DURGAPUR

NH-2, RAJBANDH, DURGAPUR-713212, DIST. PASCHIM BARDHAMAN (W.B.)

Phone : 0343-2520712, 2520713, Fax : 0343-2520881, E-mail : principal@gimsh.in

Sep 07, 2023

GIMS/MC/HR/OL/09/23/2001

Mr. Anik Layek
Mankar, Das Para Keya Tala,
Budbud, Dist-Purba Bardhaman,
Pin-713144.

Offer of Appointment

Dear Mr. Layek,

With reference to your application and subsequent discussions, we are pleased to offer you the position of **Trainee-Pharmacist** in the Department of **Pharmacy** with **Gouri Devi Institute of Medical Sciences & Hospital, Durgapur**, on the terms and conditions agreed upon.

Your monthly remuneration will be **as agreed at the time of interview**. You are requested to join your duties on or before, **11th September 2023**.

Kindly note that this is a letter of intent only and a detailed letter of appointment shall be issued to you on your joining the organization.

Your services can be terminated by giving one month notice or salary in lieu thereof from either side, without assigning any reasons or neither side shall have cause for any complaint. If however, you are still on probation, one month notice period or payment in lieu thereof would be applicable.

Copies of the following documents are kept on HR record for all team members. You are accordingly requested to kindly submit the same at the time of your joining.

Proof of Age
Proof of Residence
Proof of Educational & Professional Qualifications
Proof of Blood Group/self declaration
Proof of Work experience – Service Certificate / Appointment Letter.
Copy of the last drawn pay slip.
8 passport size photographs and 1 Family photograph
Copy of Pan Card.

We welcome you to **Gouri Devi Institute of Medical Sciences & Hospital**.

Yours Sincerely,
For GIMSH,

Authorized Signatory

Vice President
GOURI DEVI INSTITUTE OF
MEDICAL SCIENCES & HOSPITAL
DURGAPUR-713212

Confirmed and Accepted by:

IDENTITY CARD



GOURI DEVI INSTITUTE OF MEDICAL SCIENCES & HOSPITAL, DURGAPUR

G. T. Road, Rajbandh, Durgapur-713212,

Dist. Paschim Bardhaman (W.B.)

Ph. : 0343-2520712, 2520713, Fax : 0343-2520881

E-mail : gimshospital@rahul.ac.in



Name of Employee **ANIK LAYEK**

Department : **PHARMACY**

Designation : **TRAINEE**

Blood Group : **B+**

Emergency Contact No. : **8001113333**

Anik Layek
Signature of Employee

Authority Signatory
(with seal)