

# CHAMELI DEVI INSTITUTE OF PHARMACY

• Approved by AICTE and PCI, New Delhi • Recognized by DTE, Bhopal • Affiliated to RGPV, Bhopal

Gram-Umrikheda, Khandwa Road, INDORE - 452 020 • Ph. : 0731-4243600/5/9, 4243626-29  
Fax : 0731-4243620 • E-mail : principalpharmacy@cdgi.edu.in • Website : www.cdgi.edu.in



Ref: CDIP/STAFF/21-22/

Date: 11-12-2021

To,  
Mr. Shreesh Tiwari  
H.No. 33 Saket Nagar Road, Dindori, M.P.  
Mob. No.: 9669080600

**Sub: Appointment to the post of Assistant Professor in CDIP.**

Dear Shreesh ,

With reference to your application for the above post and subsequent personal interview, we are pleased to inform you that you have been selected for appointment to the post of **Assistant Professor in CDIP in Chameli Devi Institute of Pharmacy.**

The said appointment is further governed by the following terms & conditions that:

1. You will join your duties immediately but not later than **15<sup>th</sup> December 2021.**
2. You will initially be on probation for a period of 12 months from the date of joining and after satisfactory completion of probationary period your services may be confirmed.
3. Salary Structure:

Particulars (Monthly)	Amount (Rs.)
Basic	15,600/-
DA	NA
AGP (Applicable in case of VI <sup>th</sup> pay)	6,000/-
HRA	NA
<b>Total</b>	<b>21,600/-</b>

4. As a member of teaching staff you will be required to take lectures in the relevant subjects in relation to Degree and other courses.
5. You will be required to attend to the laboratory work in the various laboratories of the department.
6. You will be required; if necessary to help Professors / Readers in organizing Conducting the classes and Research work in addition to your normal teaching work in the Department.
7. Your immediate reporting authority would be HOD of the department.

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Corporate Office: 'Garwal House', 2<sup>nd</sup> Floor, 5, Yeshwant Colony, INDORE 452 003  
Phone : +91-731-253 8874, 4714000 • Fax +91-731-253 1388

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8. You will be required to do any other work that may be entrusted to you by the **Group Director/Principal**.
9. Your appointment is a full time one and does not permit you to engage in any outside consultation, professional, tutorial and/or such other outside work either with or without remuneration without the written permission of the **Principal** of the Institute.
10. You may be terminated from services with one months' notice or by paying one month's salary, on the recommendation of the Management Committee.
11. You may leave the services of the institute with one month's notice or by surrendering one month's salary, however you will not be relieved in between an academic session, in case you desire to get relieved, you will have to surrender three months salary.
12. If you desire to quit from the services of the institute, then you shall submit to the Principal one calendar month's notice. If not the Institute authorities shall claim from you an amount equal to the salary for the period of notice. The competent authority is free to relieve you on any date during notice period and leave/ perks/ perquisites stand suspended.
13. You will not associate or identify with any political activities. The management will view any violation of this seriously.
14. The institute reserves the right to amend, alter or vary the terms and conditions of the services.
15. You shall be bound by the service rules of **CDGI**.

If you accept the offer of appointment on the above terms and conditions, please give your consent on the duplicate copy enclosed and return the same to this office intimating the probable date of joining the post but it should not be later than **15<sup>th</sup> December 2021**.

Thanking you,  
Yours faithfully.

  
**GROUP DIRECTOR**

## ACCEPTANCE

I accept the above offer and I have completely understood all the terms and conditions mentioned herein above. I will join the institute not later than **15<sup>th</sup> December 2021**, failing which my appointment may be cancelled.

Place: Indore

Signature :   
Name : **Mr. Shreesh Tiwari**

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