



# AMC Medical Education Trust

AMC MET  
EST.No. 2065

To,  
Dr. Shailja Shah

Sub.: Appointment for the post of Tutor of Pharmacology at NHLMMC on adhoc basis.

With reference to your application for the post of Tutor of Pharmacology on adhoc basis, I have the pleasure to inform you that as per approval of Chairman, AMC Medical Education Trust dt. 15/01/2021, you are appointed as Tutor of Pharmacology at NHLMMC on adhoc basis at this institution in the 7<sup>th</sup> Pay 53100-167800 on the following terms and conditions.

- 1) You are appointed on Ad-hoc basis for a period for six month or till the regular appointment, whichever occurs earlier.
- 2) You will receiving the available Basic salary in the pay scale of pay-scale of 7<sup>th</sup> Pay 53100-167800 on the same post and will be entitle to receive NPA, DA,CLA,HRA, etc. as per rules in force from time to time.
- 3) You have to attend the hospital daily on the working days by putting on your own apron with nameplate affixed on it.
- 4) During the course of your employment at AMC MET or at any time thereafter, you will not disclose to any person, organization or institution, any information – confidential or otherwise, concerning the affairs of this institution.
- 5) You will be debarred from any type of private practice including insurance work.
- 6) You will be required to work strictly in accordance with the instructions of your superior authority. You are expected to co-operate with other employees of the institution so as to achieve all round co-ordinate and efficient performance and making an effective contribution in the development of the institution of excellence.
- 7) Your service will be subject to rules and regulations of this institution that are in force and that may be made from time to time.
- 8) You are required to submit/furnish the following documents/ certificates within 7 days of joining the duties:
  - a. Evidence of birth date.
  - b. Physical fitness certificate.
  - c. Passport size photograph.
  - d. Education qualification certificate.

Please confirm the acceptance of this appointment and join the duties within 7 days on receipt of this appointment letter at the office of AMC Medical Education Trust, Smt. N.H.L. Municipal Medical College, Ellisbridge, Ahmadabad.

Date : 16 /01/2021

Sd/-  
(Dr. Om Prakash)  
Secretary  
AMCMET

C.C.to :

- 1) Dean, NHL Medical College
- 3) HOD, Pharmacology, NHLMMC
- 4) Dr. Shailja Shah
- 5) Concern Bill Clerk, NHL Medi.College
- 6) Establishment Clerk, AMCMET



*Dr. Om Prakash*  
15/11/21  
(Pathik C. Shah)  
Director  
AMCMET

Registered Office:

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