



AMC Medical Education Trust

AMC MET
EST. No. 1654

To,
Dr.Urmila Pateliya
J/404, Riverside Park,
Vasna, Ahmedabad
(M) 9727717640
Email : upateliya@gmail.com

Subject : Appointment on the post Tutor of Anatomy at Smt.N.H.L.Municipal Medical College on ad-hoc basis.

With reference to your application for the post of Tutor of Anatomy, I have the pleasure to inform you that as per approval of Chairman, AMC Medical Education Trust dt.06/04/2018, you are appointed as Tutor of Anatomy at Smt.N.H.L.Municipal Medical College on ad-hoc basis at this institution in the pay-scale of Rs.9300-34800, Grade Pay Rs.5400/- on the following terms and conditions.

- 1) You are appointed on ad-hoc basis for a period of six month or till regular appointment made on this post, whichever occurs earlier.
- 2) You will receiving the available Basic salary in the pay scale of Rs. 9300-34800 with Grade pay Rs.5400/- 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 college daily on the working days by putting on your own apron with name plate 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.
 - e. Degree registration certificate.

Please confirm the acceptance of this appointment and join the duties with immediate effect on receipt of this appointment letter at the office of AMC Medical Education Trust, Smt. N.H.L. Municipal Medical College, V. S. Hospital Campus, Ellisbridge, Ahmedabad.

Dt.: 27/04/2018

C.C.to : 1) Dean, Smt.N.H.L.Municipal Medical College

Sd/-
(Dr.Kuldeep Arya)
Secretary
AMCMET

Director
AMC MET

Registered Office:

Ahmedabad Municipal Corporation, Dr. Ramanbhai Patel Bhavan, Usmanpura, Ahmedabad - 380 013.
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