



# AMC Medical Education Trust

AMC MET  
EST. No. 2616

TO,

**DR. SUNAYNA PANDEY**

**Mob No 9898802508/ 9879919154**

**Sub.: Appointment for the post of Asst. Professor (Non-Practicing) of PSYCHIATRY.**

With reference to your application, I have the pleasure to inform you that you are appointed as **Asst. Professor (Non-Practicing) PSYCHIATRY** in the **OPEN** Category at AMC Medical Education Trust vide Staff Selection Committee Resolution dated 06/10/2023 in 6<sup>th</sup> pay scale of Rs. 15,600 - 39,100 with Grade pay Rs. 7,000/- and 7<sup>th</sup> pay scale of Rs. 68,900 – 2,05,500 on the following terms and conditions.

- 1) You are appointed on probation for a period of one year.
- 2) This appointment is subject to the approval of Gujarat University.
- 3) You will receive the Basic Pay of 6th the pay scale of Rs. Rs.15,600 - 39,100 with Grade pay Rs.7,000/- & 7th pay scale of Rs.68,900 – 2,05,500 & entitle to usual NPA, DA, CLA, HRA, etc. as per rules in force from time to time.
- 4) You will attend the college daily on the working day by putting on your apron with name plate affixed on it.
- 5) During the course of your employment in the college/hospital or any time thereafter, you will not disclose to any person, organization or institution, any information confidential or otherwise concerning the affairs of this institution.
- 6) You will be debarred from any type of private practice including insurance work.
- 7) You will be required to work strictly in accordance with the instruction of your superior authority. You are expected to co-operate with other employees of the institution so as to achieve all round co-ordination & efficient performance & making an effective contribution in the development of the institution of excellence.
- 8) Your service will be subject to rules & regulations of this institution that are in force & that may be made from time to time.
- 9) You are required to submit/furnish the following documents/certificates within 7 days of joining the duties
  - A) Declaration Form as per the format prescribed by NMC/MCI/DCI
  - B) Bond of Rs.1,00,000/-for serving in this institution for 5 years.
  - C) Security Bond.
  - D) Evidence of birth date.
  - E) Physical fitness certificate.
  - F) Passport size photograph.
  - G) Educational qualification certificate.



**Registered Office:**

Ground Floor, N. H. L. Municipal Medical College Premises, Ashram Road, Ahmedabad - 380 006. Telephone No. 07926577621 - Ext. 403, Fax No. 07926579185, Email: dydiramcmet@gmail.com





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- 10) You have to give One months' notice Otherwise you have to pay one-month Basic Pay to the AMC MET if you resign during probation period.
- 11) You have to give Three months' notice Otherwise you have to pay three-month Basic Pay to the AMC MET if you resign after permanent appointment within Bond Period.
- 12) You have to give One months' notice Otherwise you have to pay one-month Basic Pay to the AMC MET if you resign after completing Bond Period.
- 13) Rules of Discipline & Behavior are applicable at that time will be in force.
- 14) New appointed staff may provide Their property declaration of movable & Immovable property in the prescribe format within One month of appointment & When chairman AMC MET order in General or special Order.
- 15) Please refer to Circular No.1 dt 22/06/2020 of research paper. Please take note of it & keep required research paper ready as per prevailing NMC/MCI rules.

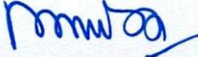
Please confirm the acceptance of this appointment & join the duties within 7 days on receipt of this appointment letter at the Regd. Office of AMC MET as mentioned above.

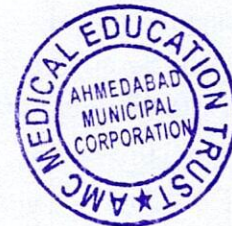
Date: 21/10/2023

C.C.to:

- 1) Dean, NHL MMC/ NMMC
- 2) Concern Bill Clerk, NHL MMC/ NMMC
- 3) Establishment Clerk, AMC MET

Sd/-  
(Neha Kumari, IAS)  
Secretary  
AMC MET

  
(Manish Trivedi)  
Director  
AMC MET



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