



FLORES Hospital

Caring for you... Always

Letter of Appointment

Mr. /Ms. /Mrs. /Dr. Vineeta Gond we are pleased to offer you the position of RMO (Trainee)in the FLORES HOSPITAL GHAZIABAD. These terms of the appointment will be effective from the 17.10.2022
The appointment is subject to the mentioned terms and conditions. Your regular working hours would be 12.00 hrs inclusive of breaks.

PERSONNEL VERIFICATION

- (a) Your appointment is contingent upon satisfactory references and background checks including verification of your application material, education and employment history and most important your ability to work for the organization without restriction.
- (b) At any point of time, if company finds your statements/Particulars false or misleading, organization reserves the right to terminate your services without any notice and any benefits/claims (Financial or whatsoever).
- (c) Any in-disciplinary action will result in immediate termination (no emoluments, no benefits) without any notice.

CONFIRMATION PERIOD

- (a) Annual increments will be based on your satisfactory and diligent discharge of duties. However annual increment will be on sole discretion of the management. In any case it will not be more than _____% of your monthly basic salary.
- (b) You will not share/discuss/ forward in any manner, particular or details of any of the research process, or of administrative/organizational matter (related to your profile or organization), which you may come across during the course of your employment with the organization in case of not doing so, the organization will terminate you immediately (without any notice and any emoluments/benefits) and will process legal proceedings against you.
- (c) Upon your termination/resignation/or retirement from the organization, you are required to return all assets and property of the organization such as documents, data, files (hard copy and soft copy), books, mobile, SIM Card, etc.

NOTICE PERIOD

- (a) In case of your resignation, you need to submit **one month** notice and during the said period you will **not be entitled** for any leaves/benefits. In case you take any leave during your notice period, the duration of that period will be extended.
- (b) In case of failure in serving appropriate notice period, company reserves the full right to forfeit your working days salary and deducted amount against your salary.
- (c) In case of your immediate resignation (not following the defined notice period) you will deposit one months of your defined salary to the organization certain emergency circumstances as decided by the management will be an exception to this rule.

TERMINATION

The word termination means that:

- (a) At any point of time, the organization can terminate you with immediate effect if any of your statement/particular/reason/document furnished are found to be false or misleading or your Performance is not up to the mark or falls short of the minimum standard set by the organization or any-in-disciplinary action found in the working.
- (b) In case of your immediate termination, organization has the right to forfeit your working days salary and you will not be entitled for any benefits (caution money, any earned leaves,etc.)

Others

All Rules & Regulation under various Law & SOPs approved by the management or any amendment from time to time are applicable under your employment.

MONTHLY EMOLUMENTS

Your monthly remuneration will be RS 30,000.00 or as per month.

This letter is being handed over to you in duplicate. Please return the copy of this letter after putting your signature on every page, as a token of receipt of this letter and acceptance by you of the terms and conditions contained herein above.

We congratulate you on appointment and wish you a long and successful career with **FLORES HOSPITAL (A unit of Mridula Healthcare Pvt. Ltd)**.

Mitesh
16/10/22
(Authorized Signatory)
(FLORES HOSPITAL)
(A unit of Mridula Healthcare Pvt. Ltd)



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS:

I agree that I have read, understand and accept employment with _____ under the terms and conditions stated above.

Signature: Vineta Gond

Name: Vineta Gond

Address: At- Baranpur (mansoorpur) P/o- Mohammadabad Ghogra, Distt- Mau

Contact No: 7985181789

U.P. 276403

Date: 16/10/2022