



SHRIMATI INDIRA GANDHI COLLEGE

(Nationally Accredited at "A" Grade (3rd Cycle) by NAAC)

Chatram Bus Stand, Tiruchirappalli – 620002.

PLACEMENT OF OUTGOING STUDENTS IN THE YEAR 2019-2020

Reliance SMSL Limited

Ref : SMSL/62831315/1392(585/281220/1948

Date : 28 Dec 2020

Mahalakshmi Murugesan
44 Kalyanman kovil Street,
Edamabpatti puthur , Trichy,
Trichy, Tamil Nadu - 620012

Offer cum Appointment Letter

Dear Mahalakshmi Murugesan,

This is with reference to your application and subsequent test / Interviews you had with us, we are pleased to offer you employment in the Executive Family as Executive in the Job Role Advisor Voice. Your base location would be Tirudhirapalli 1 - Ponnai, You will be working from home.

You will join us on or before 7 Jan 2021.

You will receive an Annual Gross Compensation (including Basic and allowances) of INR 1,26,500 /- per annum (INR ONE LAKH TWENTY SIX THOUSAND FIVE HUNDRED only) .

Details are mentioned in Annexure - I. Disbursement shall be as per the prevailing rules and guidelines.

You will also be entitled to Provident Fund and E.S.I.C. benefits as per applicable rules. Please note that salaries, allowances, facilities and other sums payable under this appointment are subject to Income Tax and other statutory deductions and you shall be liable for the same.

Your appointment and subsequent continuation of employment with the Company is strictly based on your consistent delivery on the agreed performance parameters and compliance with the values and guidelines of the organization.

Please review, acknowledge and accept the offer cum appointment letter with annexures including "Terms & Conditions of Employment" at Annexure I. These employment terms will be effective from the date of your joining the company, and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents and you being declared medically fit by authorized Medical Officer.

We wish you a long successful association with us.
Sincerely yours,

Reliance SMSL Limited



Authorized Signatory

Signature of the Employee:

Date: 28 Dec 2020

Page 1 of 7



April 28, 2021

Ms. Nivetha R

No. L/109, Anna Nagar,
Phase 3, Trichy - 620026.

Dear Nivetha,

We are pleased to make you a formal offer of employment with Scientific Publishing Services as **Trainee - Production Editor**.

Kindly make a note that your tentative date of joining would be **April 29, 2021** and the Company may be constrained to change your joining date due to the prevailing unprecedented situation. In that event, the Company shall duly inform you of the revised Date of Joining.

In case of any changes to the date of joining please inform us before the expected date of on-board. Failure to inform us and no-show on the expected date of joining will efface this employment offer.

This offer is conditional upon you complying with the following:-

1. You shall provide photocopies of the following documents on or before **April 29, 2021**.

(A) Transfer & Degree Certificates

(B) Proof of age and address

(C) Two Passport Size Photographs

**Originals of the submitted documents are mandatory for verification*

2. You are required to submit documented proof that your resignation has been accepted by your current employer within 7 days from the receipt of this offer letter.

3. The Management may transfer you to any of the units/location from time to time as per the business requirements.

4. Your offer shall be valid for 3 days from the date of this offer.

Your monthly salary will be **₹9,600/-**. A detailed salary structure will be provided at the time of joining.

If you comply with the above conditions to our satisfaction, your appointment letter will be given at the time of joining.

Thanking you,

Yours faithfully,

For Scientific Publishing Services (P) Ltd.,

Vimal D

Assistant Manager - Human Resources

I hereby accept this offer of employment and will act in accordance with the above conditions.

(Candidate's Name & Signature)

Government of India
DEPARTMENT OF POSTS, INDIA

Office of the Inspector Posts, Karaikal Sub Division, Karaikal - 609602

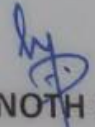
ORDER OF ENGAGEMENT

Memo. No. ABPM/Vadagudi/GDS Regular/IP/KKL dt at Karaikal the 28-07-2021.

Ms. Sugunadavi S G, daughter of Shri.V.Sekar whose date of birth is 27.09.1999 and who belongs to OBC category/ selected against UR category is hereby engaged as Assistant Branch Post Master, Vadagudi B.O in account with Nannilam S.O – 610 105 on regular basis with effect from dated 05.08.2019 FN in the TRCA scale of 10,000 Level 1. She shall be paid such allowances as admissible from time to time.

The said Ms. Sugunadavi S G should clearly understand that her engagement shall be governed by the Department of Posts, Gramin Dak Sevaks (Conduct & Engagement) Rules, 2020 as amended from time to time.

She should communicate her acceptance, in the enclosed proforma, if these conditions are acceptable to her.


/K.VINOTH KANNAN/
Inspector Posts,
Karaikal Sub division,
Karaikal – 609 602.

To
Ms. Sugunadavi S G,
ABPM, Vadagudi B.O a/w
Nannilam S.O 610 105.