



OFFER LETTER

Date: 13.08.2023

To: V HARINI (BBA)

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below.

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE



OFFER LETTER

Date: 15.08.2024

to: E. Gnanaprakasam (DOR)  
A514052496

Congratulations...! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
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VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Anna Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



VENPA  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13-03-2023.

To: P. USHAPRIYA (BBA)  
93834926337

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 15-05-2023

To: N. ABARNA DEVI (BBA)  
6383518017

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



Date:10-Oct-2023

Dear **Saratha K**

**Congratulations!** We take great pleasure in inviting you to be an integral part of Omega Healthcare Management Services Private Limited.

We are pleased to make you an offer of employment as **PROCESS ASSOCIATE** full time and your place of posting will be **Tiruchirappalli-I** with an Annual CTC Compensation of **Rs. 1,67,047.00 (One Lakhs Sixty Seven Thousand Forty Seven Rupees Only)**. Your date of joining will be on or before **11-Oct-2023**, beyond which this offer stands revoked.

We are an international organization with people capabilities across India, Philippines, and the USA. You will discover with us 'passion, energy and commitment' to be the best in class and take pride in doing things differently. As we refine and continuously improve on our people process, we count on your support in making Omega Healthcare one of the Best Place to Work.

Combining the largest medical coding staff in the world, with proprietary technology, analytics and automation capabilities, Omega Healthcare helps thousands of providers eliminate administrative burdens, accelerate cash flow and reduce health management costs. The company streamlines medical billing, coding and collections processes, and offers telephone and message-triage services to provide the most comprehensive and scalable outsourced revenue cycle management solutions in the industry.

Most of us here are ordinary people, but constantly seeking to do extraordinary things. We are not perfect, but we are open to feedback, learning and change. While we have our own individuality, we also share a common vision and complement each working as a team.

What differentiates us from other places to work is our passion and commitment towards superior customer service. You will find strong core values and brand promise that we live up that is hallmark amongst all our Service offerings.

We firmly believe in employee engagement and our evolving people processes. We assure you enrichment, growth and fulfillment at the end of each working day. Discover Camaraderie, Harmony and Accomplishment with us.

We look forward to a long and fruitful association with you and confident of making Omega Healthcare a truly world class and an aspirational MNC to work for.

All our new employees have been asked to report to office as part of employment starting Apr'2022 and By accepting this offer, you agree to abide by this clause that this offer of employment entails Working from Office (WFO) effective your **11-Oct-2023**.

With this arrangement we look forward in extending our Best Welcome, Induction and Training in making you successful and experience our culture and team spirit.

In the event of work assignment that stipulates remote working, you agree to have access to Broad-band Internet connection for effective discharge of your duties and the same would be reimbursed to the tune of Rs.800/month.



**VENPA**  
STAFFING SERVICES

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OFFER LETTER

Date: 13-03-2023

To: E. BAKIYALAKSHMI (BBA)  
7397160409

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,



AUTHORISED SIGNATORY  
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VENPA STAFFING SERVICES INDIA PRIVTE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, MolachaurVillage, Sunguvarchatram, kanchipuram-602106 | Mobile:8438620290 | Web:Venpastaffing.com | E-mail:narunkumar@venpastaffing.com



OFFER LETTER

Date: 13-03-2023.

To, S. PRIYA (BBA)  
93844178230

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



September 10, 2023

Dear Divya Priya,

We are pleased to make you an offer of employment at Firstsource Solutions Limited ("Company"), for the position of Associate, Associate at the company's Trichy office.

The break-up of the salary offered is provided below:

COMPONENT	AMOUNT (Rs)
Basic	Rs4,600.00
Special Allowance / FBP	Rs1,966.00
House Rent Allowance	Rs2,300.00
Conveyance	Rs1,600.00
Medical	Rs7,500.00
Statutory Bonus	Rs2,119.00
<b>GROSS SALARY</b>	<b>Rs14,085.00</b>
PF (12% of Basic) - Co. Contribution	Rs552.00
Gratuity(4.8% of Basic)*	Rs221.00
ESI (3.25% of Gross) - Co. Contribution	Rs458.00
<b>RETIRALS</b>	<b>Rs1,231.00</b>
<b>FIXED SALARY (p.m.)</b>	<b>Rs15,316.00</b>
<b>FIXED SALARY (p.a.)</b>	<b>Rs183,792.00</b>
Performance Pay (p.a)**	Rs0.00
<b>TOTAL ANNUAL CTC (p.a)</b>	<b>Rs183,792.00</b>

**A. Statutory Applicability and other Allowances:**

- Gratuity will be paid in accordance with the Payment of Gratuity Act, 1972;
- Provident Fund contribution will be in accordance with the Employees' Provident Fund and Miscellaneous Provisions Act, 1952;
- Statutory bonus will be paid in accordance with the Payment of Bonus Act, 1965;
- Taxes as per the Income Tax Act, 1961 will be deducted in each month's salary. Please provide proof of income earned and tax computation sheet of your previous employment so that the same can be considered and appropriate adjustments made.

**B. Appointment Details:**

<b>Date of joining</b>	September 11, 2023
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Statutory deductions & payments will be applicable in accordance with your eligibility under law. Any incentive / performance / variable, pay will be applicable as per your eligibility under company policies.

You will be given an appointment letter with the terms and conditions of your employment if you accept this offer and are appointed in the Company.

Your appointment in the Company is subject to the submission of documents as requested and a successful background verification check which will be conducted by the Company.

This offer is valid till September 11, 2023 from the date of issue for your acceptance and will be rescinded by the Company in the absence of acceptance by you.

We hope that your association with the Company will be a long and fruitful one.

Thanking You,

For Firstsource Solutions Limited

EMPLOYMENT OFFER LETTER

Cappgemini Ref: 7801679/1677853,

10/27/2023,  
Kanmani Seenivasan,

3/102 KEELA Street UTTAMARSHELI Trichy - 05  
Trichy, Tamil Nadu  
India.

Confidential

Dear Kanmani Seenivasan,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 10/31/2023 (or such other date as may be communicated to you by the Company), as per details given below:

A) Your current designation will be Associate/A2.

B) You will be required to work at the Company's offices in Trichy.

C) You have to report by 9:00 A.M. at Trichy IN office to complete your on-boarding and joining formalities. In this regard, you may contact security at the main gate for your entry pass at:

Address  
Cappgemini Technology Services India Limited,VRN Centre,  
32 Bishop road, Puthur, Trichy - 620018, Tamil Nadu

Please note that your name mentioned in the offer letter will be used to create your employee records in Cappgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 178,070.00 (Rupees One Lakh Seventy Eight Thousand and Seventy Only ), which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any - skill allowance payout as applicable to you. The Company shall deduct tax at source at the time of making payment.

The breakup of Your all-inclusive annual target compensation is as follows:

**EMPLOYMENT OFFER LETTER**

Cappgemini Ref: 7750313/1698936,

10/27/2023,  
Sivadharsini Saravanan.

11, Mooppanar Street, Vallam, Thanjavur Tamilnadu - 613403  
Thanjavur, Tamil Nadu  
India.

**Confidential**

**Dear Sivadharsini Saravanan,**

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Cappgemini Technology Services India Limited ('Cappgemini' or 'Company')** starting from **10/31/2023** (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be **Associate/A2**.

B) You will be required to work at the Company's offices in **Chennai**.

C) You have to report by 9:00 A.M. at **Chennai IN** office to complete your on-boarding and joining formalities. In this regard, you may contact security at the main gate for your entry pass at:

**Address**  
Cappgemini Technology Services India Limited,9th Flr Prestige Cyber Towers,  
#117,Rajiv Gandhi Salai, Karapakkam, Chennai - 600097, Tamil Nadu

Please note that your name mentioned in the offer letter will be used to create your employee records in Cappgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 188,505.00 (Rupees One Lakh Eighty Eight Thousand Five Hundred and Five Only )**, which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any - skill allowance payout as applicable to you. The Company shall deduct tax at source at the time of making payment.

The breakup of Your all-inclusive annual target compensation is as follows:





PRIVATE AND CONFIDENTIAL

**Reference No. - 1384570404**

**Applicant ID - 6706565**

21-Sep-2023

Tamilarasi s

Dear Tamilarasi,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



**PRIVATE AND CONFIDENTIAL**

146614

August 28, 2023

Unnamalai L  
18, Balaji Avenue  
4th cross St, Old Karur  
Road, Melachinthamani, TAMILNADU

Dear Unnamalai,

On behalf of ICICI Securities Limited, we take great pleasure in making you an offer to be part of team I-Sec.

Please find enclosed:

- Our formal Joining Offer cum Appointment Letter
- Components of Remuneration – It has details on all the components of remuneration.

Please quote your reference number, which is appearing at the top of this letter for all future correspondence.

In case you have any further queries feel free to contact at below mentioned number and address:

Address : HR, ICICI Securities Limited,  
Shree Sawan Knowledge Park,  
Gr. Floor, Plot No. D-507, T.T.C Industrial Area,  
M.I.D.C, Turbhe, Near Juinagar Railway Station,  
Navi Mumbai-400705

E-Mail Address : [mrinal.mansij@icicisecurities.com](mailto:mrinal.mansij@icicisecurities.com)

Telephone (Direct) : -

Yours sincerely,

For ICICI Securities Ltd

**Mrinal Mansij**  
Regional Manager - Human Resources

**ICICI Securities Limited**  
**Registered Office (Institutional):**  
ICICI Venture House, Approach Marg,  
Prabhadevi, Mumbai - 400 025, India.  
Tel: 022 - 6807 7100

**Corporate Office (Retail):**  
Shree Sawan Knowledge Park, Plot No. D-507,  
T.T.C. Ind. Area, M.I.D.C, Turbhe,  
Navi Mumbai - 400 706  
Tel: (91 22) 40 70 1000  
Fax: (91 22) 40 70 1022



**Name of Compliance Officer (Broking Operations): Mr. Anoop Goyal**  
**Email Address:** [complianceofficer@icicisecurities.com](mailto:complianceofficer@icicisecurities.com) / (91 22) 4070 1000  
**Website Address:** [www.icicisecurities.com/www.icicidirect.com](http://www.icicisecurities.com/www.icicidirect.com)



# MOULANA JAMALI MATRICULATION SCHOOL

(Run by Aaysha Ameen Trust)

Hazrath Garden, Sesthiya Nagar,  
Inamkulathur, Tiruchirappalli - 620 009.

7329139730

Date: \_\_\_\_\_

02/ 11 /2023

To whom so ever it may concern

This is to Certify that **Ms. Jannathul Firthous D/O Late**  
**Mr.Moideen Sharif** is a Teacher Working in our Institution Since  
June 2023.And her salary during appointment is 4,000/- (Rupees Four  
thousand Only).

Signature of the Principal  
**PRINCIPAL**

MOULANA JAMALI MATRICULATION SCHOOL  
INAM KULATHUR-620 009  
TRICHY-DT





# Vee Healthtek Private Limited

The only Global Services company backed by its own university.

Date: 17-Oct-23

Ms. Sridevi R

4B, Koothaippar road, Thiruverumbur,  
Trichy-13

Sub: Offer Letter

Dear Ms. Sridevi R

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **Medical Coder Trainee – Medical Coding** with effect from **17-Oct-23** in our organization based in **Trichy**, on the following terms and conditions:

Your Cost to Company will be **INR. 204000/- per annum (Rupees Two Lakhs and Four Thousand Only)** and a detailed salary break up is as per the Annexure – A.

Please go through the HR Policies of the Company governing your employment which shall be applicable to you from the date of joining the Company. Other terms and conditions relating to your offer are enclosed herein.

If the above terms and conditions are acceptable to you, we request you to sign and return to us the duplicate copy of this letter as a token of acceptance.

We look forward to a long and mutually beneficial relationship with you.

*for Vee Healthtek Private Limited.,*

Gokulakannan S,  
Senior Manager - Human Resources.

Registered Office: #71, Sona Towers, Millers Road, Bangalore - 560 052, India.

Phone: +91 80 4113 1526, +91 80 2226 6677

CIN: U29309KA2019PTC127013

Trichy: No.4, Bharathidasan Salai, Unit 2 - 4<sup>th</sup> Floor, Opposite to All India Radio, Cantonment, Trichy - 620 001.

Phone: +91 431 241 0554

[www.veehealthtek.com](http://www.veehealthtek.com)



**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

**OFFER LETTER**

Date: 13-03-2023.

To, M. YASMIN (M.Sc Bio che.)  
9659298131

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



**VENPA**  
STAFFING SERVICES

WWW.VENPASTAFFING.COM

OFFER LETTER

Date: 12/3/23

To: K. Asha. M.sc (Bio.che).

8110056315

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE

Next



The only Global Services company backed by its own university.

We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Date: 03-Oct-2023

Ms. Sushanthika

laxmi finance complex, velliyantai, Karur

Sub: Offer Letter

Dear Ms. Sushanthika

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **AR Caller Trainee – Medical Billing** with effect from **03-Oct-2023** in our organization based in **Chennai**, on the following terms and conditions:

Your Cost to Company will be **INR. 300000/- per annum (Rupees Three Lakhs Only)** and a detailed salary break up is as per the Annexure – A.

Please go through the HR Policies of the Company governing your employment which shall be applicable to you from the date of joining the Company. Other terms and conditions relating to your offer are enclosed herein.

If the above terms and conditions are acceptable to you, we request you to sign and return to us the duplicate copy of this letter as a token of acceptance.

We look forward to a long and mutually beneficial relationship with you.

for Vee Technologies Private Limited.,



Date:23-Jul-2023

Dear J. LINCY

**Congratulations!** We take great pleasure in inviting you to be an integral part of Omega Healthcare Management Services Private Limited.  
We are pleased to make you an offer of employment as **AR ASSOCIATE** full time and your place of posting will be **Tiruchirappalli-I** with an Annual CTC Compensation of **Rs. 2,60,926.00 (Two Lakhs Sixty Thousand Nine Hundred Twenty Six Rupees Only)**. Your date of joining will be on or before **25-Jul-2023**, beyond which this offer stands revoked.

We are an international organization with people capabilities across India, Philippines, and the USA. You will discover with us 'passion, energy and commitment' to be the best in class and take pride in doing things differently. As we refine and continuously improve on our people process, we count on your support in making Omega Healthcare one of the Best Place to Work.

Combining the largest medical coding staff in the world, with proprietary technology, analytics and automation capabilities, Omega Healthcare helps thousands of providers eliminate administrative burdens, accelerate cash flow and reduce health management costs. The company streamlines medical billing, coding and collections processes, and offers telephone and message-triage services to provide the most comprehensive and scalable outsourced revenue cycle management solutions in the industry.

Most of us here are ordinary people, but constantly seeking to do extraordinary things. We are not perfect, but we are open to feedback, learning and change. While we have our own individuality, we also share a common vision and complement each working as a team.

What differentiates us from other places to work is our passion and commitment towards superior customer service. You will find strong core values and brand promise that we live up to that is hallmark amongst all our Service offerings.

We firmly believe in employee engagement and our evolving people processes. We assure you enrichment, growth and fulfillment at the end of each working day. Discover Camaraderie, Harmony and Accomplishment with us.

We look forward to a long and fruitful association with you and confident of making Omega Healthcare a truly world class and an aspirational MNC to work for.

All our new employees have been asked to report to office as part of employment starting Apr'2022 and By accepting this offer, you agree to abide by this clause that this offer of employment entails Working from Office (WFO) effective your **25-Jul-2023**.

With this arrangement we look forward in extending our Best Welcome, Induction and Training in making you successful and experience our culture and team spirit.

In the event of work assignment that stipulates remote working, you agree to have access to Broad-band Internet connection for effective discharge of your duties and the same would be reimbursed to the tune of Rs.800/month.

Your offer and subsequent appointment will be governed by the terms and conditions of employment presented in the enclosed Annexure A. You will also be governed by rules and regulations in vogue that may change from time to time.

At the time of your joining, the following documents need to be submitted:

- Signed Copy of the Offer/Appointment Letter
- Photocopy of your educational HSC/Degree/Diploma valid certificates and marks cards in support of your educational qualifications.
- Relieving letter/Service certificate/ Resignation acceptance letter from your previous employer



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OFFER LETTER

Date: 13.03.2023

To, A. AARTHI (B.Com)

8870375236

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

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HR/Offer Letter/40/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms. Abinaya M, B.COM**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Abinaya M,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,

T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

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Date : 22-Feb-23

Name : Amritha Gokhale  
College Name : Shrimati Indira Gandhi College  
Department : BCom

Letter of Intent

Dear Amritha Gokhale,

Greeting from Vee Technologies Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

**Bangalore:** Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 483, Seetha Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96325 78003

**Salem:** 4/14, Reddipatty Road, Mamangam, Salem - 636 302, Tel: +91 427 2341 064

**Salem SEZ:** Plot No:14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagir Annampalayam Village, Sunnamangalam SRD, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower-3 Special Module, Chennai One IT Park SEZ, Thorapakkam - 600 097, Tel: +91 044 2433 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

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**OFFER LETTER**

Date: 13.03.2023.

To, **V. ANITHA (B.Com)**  
9080682793

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



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OFFER LETTER

Date: 13.03.2023

To, J. ANUSUYA (B. Com)  
9361585813

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
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Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



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Nalorumpedavil, Kabanigip, Pulpally, Wayanad, Kerala-573579

Ph: 01-9826269091, 91-9047415416 e-mail: nice@nicelibrary.com

Website: www.niceeducation.in

Sl. No. / DATE

Ref. No: NICE/2022-23/O.L/.....

Date: 22/02/2023

To

Ms/Mr

P. ARCHANA, MOTHERS WIFE, S/O. D/O. B.R. PALANIVASEL...

Name of the College

: SRI SAI S. ANDRA GOMATI COLLEGE.....

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve Thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes.....





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OFFER LETTER

To, M. BHUVANAPREETHI (B. Com)  
875423049

Date: 13. 03. 2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested, It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted, You are agreeing to work on any shift timings including night shift.
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- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

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Name : Brindha N  
College Name : Shrimati Indira Gandhi College  
Department : BCom

Date : 22-Feb-23

### Letter of Intent

Dear Brindha N,

Greeting from Vee Technologies Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

**Bangalore:** Sono Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 483, Seetha Complex, 14th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96825 78003

**Salem:** 4/14, Reddy Road, Manangan, Salem - 636 302, Tel: +91 427 2381 064

**Salem SEZ:** Plot No 14, IT/ITES ELCOI SEZ, Salem to Bangalore NH-7 Road, Jagji Annappalayam Village, Seemangalom SRQ, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower-3 Special Module, Chennai One IT Park SEZ, Thoripakkam - 600 097, Tel: +91 044 2433 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

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HR/Offer Letter/60/2023

31<sup>st</sup> January 2023

To

Offer Letter

**Ms. Crispin J, B.COM**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Crispin J,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

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HR/Offer Letter/29/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms.Dhanalakshmi G, B.COM**

Shrimati Indira Gandhi College

No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Dhanalakshmi G,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

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4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

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OFFER LETTER

To, **D. GEETHA (B. com)**  
**6379957326**

Date: **13.03.2023**

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
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VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

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HR/Offer Letter/28/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms. Indupriya M, B.COM**  
Shrimati Indira Gandhi College  
No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Indupriya M,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**  
4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

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HR/Offer Letter/24/2023

31<sup>st</sup> January 2023

Offer Letter

To

Ms. Jantakumari K, B.COM  
Shrimati Indira Gandhi College  
No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Jantakumari K,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

+91 44 2814 0815 [www.integratedindia.in](http://www.integratedindia.in)





# NICE EDUCATION

Reg. No.: 552811(V)

For Excellent Expression of Brilliant Young Minds

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826289091, 91-9047415416 e-mail : nice@nicekerala@gmail.com

Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/01/23

To

Ms/Mr : .....Kavithra..... S/O, D/O .....S. Uma.....

Name of the College : .....Bharati.....Chadur.....Gandhi.....College.....Taty

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 16,000/-

(Rupees Eighteen Thousand)

(ii) Other Allowances

HRA: 2000 to 4500 / + HRA Facilities: 2000 to 3000/

Training & Supervision: 2500 to 4000/

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





**Integrated**<sup>®</sup>

since 1974

Investments Simplified

HR/Offer Letter/23/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms.Kaviya S, B.COM**

Shrimati Indira Gandhi College

No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Kaviya S,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,

T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

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Investments Simplified

HR/Offer Letter/58/2023

31<sup>st</sup> January 2023

## Offer Letter

To

**Ms.Kokila S, B.COM**

Shrimati Indira Gandhi College

No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Kokila S,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,

T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

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OFFER LETTER

Ms. Madhubala

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*


We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, NO.149, GREAMS ROAD OFFICE, CHENNAI-6.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To: K. MAHALAKSHMI (B.COM)  
6374925238

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE





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HR/Offer Letter/3/2023

31<sup>st</sup> January 2023

To

Offer Letter

**Ms.Nandhini N, B.COM**

Shrimati Indira Gandhi College

No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Nandhini N,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

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# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds...

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826269091, 91-9047415416 e-mail : nicekerala@gmail.com

Website : www.niceeducation.in

(Reg. No.: 55/2011/IV)

Ref. No: NICE/2022-23 /O. L/.....

Date: 25/11/2023

To

Ms/Mr

: NAVINA J : S/O, D/O JAT SINGH

Name of the College

: SHRIMATI INDIRA GANDHI COLLEGE

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 14,000/-

(Rupees Fourteen thousand only)

(ii) Other Allowances

HRA: 2000 to 4500 / + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You  
Best Wishes .....







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HR/Offer Letter/13/2023

31<sup>st</sup> January 2023

To

Offer Letter

**Ms. Priyadharshini P, B.COM**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Priyadharshini P,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

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# NICE EDUCATION

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A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph : 91-9826269091, 91-9047415416 e-mail : nicekerala@gmail.com

Website : www.niceeducation.in

(Reg. No. : 55/2011/IV)

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/1/2023

To

Ms/Mr

: S. Priyadhashini: S/O, D/O ..... L: Sridhar

Name of the College : Shrimati Padma Gandhi College, Trivik

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve thousand)

(ii) Other Allowances

HRA: 2000 to 4500/. + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmnitnice@gmail.com](mailto:dmnitnice@gmail.com). before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....



**STRICTLY PRIVATE AND CONFIDENTIAL**

HRMD/OFF-LTR/122234319/2023-24

24.05.2023

**SELECTION CUM OFFER LETTER**

To,  
**Ms.Renuka V,**  
**No 5, Thirumalai Illam (3rd Floor),**  
**Viswas Nagar, 4th Cross (East),Tharanallur,**  
**Trichy-620008.**  
**Mob No: 6380827011**

**Dear Renuka V,**

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you a position in **Relationship Manager I (Sales and Operations)** cadre of our bank. You will be posted as **Probationary Relationship Manager I** for a period of **Eighteen months**, subject to the terms and conditions set out in this letter and the **annexure** thereto apart from usual Bank's Service Rules and conditions now prevailing and in vogue from time to time.

During the probationary period of eighteen months, your Gross annual total Cost-To-Company (CTC) at maximum variable payout will be **Rs.3,93,000/-** per year. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this offer letter. During the probationary period, necessary training will be imparted to you at our Branches / Departments of our Bank.

Your employment will be governed by the rules, regulations and policies of the bank. The terms of this offer letter shall remain confidential and shall not be disclosed to any third party.

You shall be issued the posting order specifying the place of initial posting, based on accepting the offer letter.

We take this opportunity to **welcome** you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,



**R. Subbaraman**  
**Deputy General Manager**  
**HRMD**

Encl.: Annexure to the selection cum offer letter (as applicable to you).



**Administrative Office: City Union Bank, HRMD Department, No.24-B Gandhi Nagar,**  
**Kumbakonam - 612 001, Tamil Nadu, India.**  
**Tel: +91 (0435) 2402322, +91 93817 37719**

**Website: www.cityunionbank.com; Email: placement@cityunionbank.in**



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To: SARANYA.S (B.com)

Date: 13/3/23

8754758962

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

APS Towers, #1, Ground Floor, Anna Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





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Investments Simplified

HR/Offer Letter/44/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms.Selvha Bharani V, B.COM**  
Shrimati Indira Gandhi College  
No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Selvha Bharani V,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**  
4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

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HR/Offer Letter/2/2023

31<sup>st</sup> January 2023

To

Offer Letter

**Ms. Shanmugapriya B, B.COM**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Shanmugapriya B,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

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**Shriram  
Chits (India) Private Limited**

Formerly known as Shriram Chits (Karnataka) Private Limited  
CIN : U85902TN1990PT0143007

**OFFER LETTER**

Ms. Swathi

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, NO.149, GREAMS ROAD OFFICE, CHENNAI-6.

You are requested to join duty immediately.

Your Salary Start Date would be the date of joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.



We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Date : 22-Feb-23

Name : Subhashini V  
College Name : Shrimati Indira Gandhi College  
Department : BCom

Letter of Intent

Dear Subhashini V,

Greeting from Vee Technologies Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

**Bangalore:** Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 483, Seetha Complex, 14th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96325 78008

**Salem:** 4/74, Raddipany Road, Mananganam, Salem - 636 302, Tel: +91 427 2341 064

**Salem SEZ:** Plot No 14, IT/ITES EICOT SEZ, Salem to Bangalore NH-7 Road, Jagir Annampalayam Village, Suramangalam SRO, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower-3 Special Module, Chennai One IT Park SEZ, Thiruvipakkam - 600 097, Tel: +91 044 2431 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0827



# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds

(Reg. No.: 55/2011/IV)

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST  
Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579  
Ph. : 91-9826269091, 91-9047415416 e-mail : niceicekerala@gmail.com  
Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date: 25/01/2022

To

Ms/Mr : ..... SUWATHI..G..... : S/O, D/O GANAGHARAJ..C

Name of the College : SHRIMATI..INDIRA..GANDHI..COLLEGE..TRICHY-2

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve thousand)

(ii) Other Allowances

HRA: 2000 to 4500 /. + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: dmitnice@gmail.com, before 20<sup>th</sup> of March 2023

Thanking You  
*Best Wishes* .....







**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, VARSHA.S (S. Com)

Date: 13/3/23

9442594565

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annal Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





# Integrated<sup>®</sup>

since 1974

Investments Simplified

HR/Offer Letter/14/2023

31<sup>st</sup> January 2023

Offer Letter

To

Ms. Vidhya M, B.COM

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Vidhya M,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of **INR 12000/-** per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

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Name : Yashaswini D  
College Name : Shrimati Indira Gandhi College  
Department : BCom

Date : 22-Feb-23

### Letter of Intent

Dear Yashaswini D,

Greeting from Vee Technologies Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.





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Investments Simplified

HR/Offer Letter/9/2023

31<sup>st</sup> January 2023

To

Offer Letter

**Ms.Yuvanika S, B.COM**

Shrimati Indira Gandhi College

No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Yuvanika S,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

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🌐 www.integratedindia.in







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Investments Turnaround  
HR/Offer Letter/33/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms. Abirami R, B.COM(CA)**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Abirami R,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

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**VENPA**  
STAFFING SERVICES

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**OFFER LETTER**

To, A. ZEHARA JABEEN (B.COM)  
9025000860

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



**Shriram**  
**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : U65992TN1990PTC143337

**OFFER LETTER**

Ms. Angel Selestina

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

Date: 13.03.2023

To, D. ABIRAMI (B.Com)

8246616180

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13-03-2022

To: G. REKHA (B.Com)

7904992789

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2022 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid- Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE



# NICE EDUCATION

Reg No: 5829/096

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST  
Nattomumpadakk, Kattampin, Pulpally, Ponnani, Kerala-673579  
Ph: 91-9826269091 91-9047415416 e-mail: niceeducation@gmail.com  
Website: www.niceeducation.in

Ref. No: NICE/2023-23 /O. U \_\_\_\_\_

Date: 25/1/2023

To

Mr/Ms : H.K. Jeevika Lilly, SO, DO P.H. Kennedy

Name of the College : Shri Mata Indira Gandhi College, <sup>Tanganur</sup> Takkolam

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023-24

### CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be closed-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091), (9047415416), (9826158128), (9047968128), (9826798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmnice@gmail.com](mailto:dmnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes \_\_\_\_\_





**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

OFFER LETTER

To: K. AYISHA SIDDIKA (B.LDM)  
6382804169

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE





**Shriram**  
**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : U65992TN1990PTC143337

## FINAL INTERVIEW CALL LETTER

Dear Mr. Hemavashini M

Ref: Your Application for the post of "MANAGEMENT TRAINEE" and subsequent interview had with us.

.....

We are pleased to inform you that you have been selected for the Final Interview for the post of "MANAGEMENT TRAINEE" in our organization.

### Place of Final Interview:

SHRIRAM CHITS INDIA PRIVATE LIMITED,  
149, GREAMS ROAD,  
DUGAR BUILDING, Opp. Thousand Light Police Station  
CHENNAI - 600 006.  
Mobile - 97509 86618.

DATE & TIME: \_\_\_\_\_

Bring all your original testimonials at the time of interview.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.

Registered Office : 123, Angappa Naicken Street, Chennai 600 001

Admin Office : Greams Dugar, 149, Greams Road, Chennai - 600 006. Ph : 044 - 42236000



**Integrated**  
since 1974

INCORPORATED IN INDIA

HR/Offer Letter/AB/2023

31<sup>st</sup> January 2023

**Offer Letter**

To

**Ms. Sowndharya M.S, B.COM(CA)**  
Shrimati Indira Gandhi College  
No: 369, College Road, Near Chatram, Theppakulam, Tiruchirappalli- 620002.

Dear Sowndharya M.S,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee - Relationship Manager" for a salary of **INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch** upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**  
4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM - HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017.

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# NICE EDUCATION

A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Address: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

No. 10/2, 11th Street, Palakkad, Kerala, India 672010

Ph: 09826269091, 09047415416, 09626158128, 09047968128, 09626798128

Website: www.niceeducation.in

Ref No: NICE/2023-24/01/

Date: 25.03.23

Ref No: NICE/2023-24/01/

To

Ms/Mr

M. Neerajika S/O, D/O M. Mohamed Khasan

Name of the College

Shrimati Tulsi Gandhi College

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023-24.

### CTC Break Up:

(i) Cash In Hand

Salary: 11,000/-

(Rupees: Eleven Thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- \* HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be chued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: 09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [hr@niceeducation.in](mailto:hr@niceeducation.in) before 20<sup>th</sup> of March 2023.

Thanking You

Best Wishes







**Shriram**  
Chits (India) Private Limited

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : U63092TN1997PT0143227

**OFFER LETTER**

Ms. Kesathika S

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

-----

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_

You are requested to join duty immediately.

Your Salary Start Date would be the date of joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RATHNAM  
GENERAL MANAGER.



**Shriram**  
Chits (India) Private Limited  
சீரம் சிட்டுகள் (இந்தியா) பைரேட் லிமிடெட்

SHRIRAM CHITS INDIA PRIVATE LIMITED

## OFFER LETTER

Ms. Savitri

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH,

GENERAL MANAGER.

Registered Office : 123, Angappa Naicken Street, Chennai 600 001

Admin Office : Greens Dugar, 149, Greens Road, Chennai - 600 006. Ph : 044 - 42236001



**Integrated**<sup>®</sup>  
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HR/Offer Letter/10/2023

31<sup>st</sup> January 2023

To

Offer Letter

Ms. Hemapriya V, B.COM(CA)  
Shrimati Indira Gandhi College  
No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Hemapriya V,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**  
4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

+91 44 2814 0815    www.integratedindia.in





# NICE EDUCATION

REG. NO. 15/2010

The Institute Empowerment of Educators through training

A Venture of: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Haholiholipackal, Kalamangal, Piplavally, Wayanad, Kerala 673579

Ph: 01 5826269001, 01 9626158128, 09047968128, 09626798128

Website: www.niceeducation.in

Ref. No: NICE/2023-24/HR/1/.....

Date: 25.03.2023

To

Ms/Mr

K. Vishnuvijayalakshmi, s/o, D/O K. Karthikeyan

Name of the College

Amity Mat. & J.V. Govt. Girls' College

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023-24

### CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve Thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facility: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be chased-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269001, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [hr@niceeducation.in](mailto:hr@niceeducation.in) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes





**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

OFFER LETTER

Date: 13.03.2023.

To, N. SAKUNTHALA DEVI (M.Com)  
8903078807

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVTE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVTE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, MolachaurVillage, Sunguvarchatram, kanchipuram-602106 | Mobile:8438620290 | Web:Venpastaffing.com | E-mail:narunkumar@venpastaffing.com



**VENPA**  
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OFFER LETTER

To, ANITHA. M (M.COM)

Date: 13/3/23

7@10232869

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / Incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile:8438620290 | Web:Venpastaffing.com | E-mail:narunkumar@venpastaffing.com



**STRICTLY PRIVATE AND CONFIDENTIAL**

HRMD/OFF-LTR/122230928/2023-24

26.05.2023

**SELECTION CUM OFFER LETTER**

To  
Ms. Arunadevi A,  
No 13/4, Kavarai street,  
Kurinjipadi,  
Cuddalore-607302.  
Mob No: 6382636210

**Dear Arunadevi A,**

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you a position in **Relationship Manager II (Sales and Operations)** cadre of our bank. You will be posted as **Probationary Relationship Manager II** for a period of **Eighteen months**, subject to the terms and conditions set out in this letter and the **annexure** thereto apart from usual Bank's Service Rules and conditions now prevailing and in vogue from time to time.

During the probationary period of eighteen months, your Gross annual total Cost-To-Company (CTC) at maximum variable payout will be **Rs. 4,60,200/-** per year. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this offer letter. During the probationary period, necessary training will be imparted to you at our Branches / Departments of our Bank.

Your employment will be governed by the rules, regulations and policies of the bank. The terms of this offer letter shall remain confidential and shall not be disclosed to any third party.

You shall be issued the posting order specifying the place of initial posting, based on accepting the offer letter.

We take this opportunity to **welcome** you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,

**R. Subbaraman**  
Deputy General Manager  
HRMD

Encl.: Annexure to the selection cum offer letter (as applicable to you).

**Administrative Office: City Union Bank, HRMD Department, No.24-B Gandhi Nagar,  
Kumbakonam - 612 001, Tamil Nadu, India.**

**Tel: +91 (0435) 2402322, +91 93817 37719**

**Website: www.cityunionbank.com; Email: placement@cityunionbank.in**





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- Healthcare
- Engineering
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- Legal
- Logistics
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Date : 22-Feb-23

Name : Avanthika  
College Name : Shrimati Indira Gandhi College  
Department : MCom

### Letter of Intent

Dear Avanthika,

Greeting from Vee Technologies Private Limited.!

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you later.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

**Bangalore:** Sono Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 483, Seetha Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96325 78003

**Salem:** 4/14, Raddipatty Road, Mamangam, Salem - 636 302, Tel: +91 427 2341 064

**Salem SEZ:** Plot No:14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagir Ammapalayam Village, Suramangalam SRO, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower-3 Special Module, Chennai One IT Park SEZ, Tharaiykkam - 600 097, Tel: +91 044 2433 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

[www.veetechnologies.com](http://www.veetechnologies.com)



The only Global Services company backed by its own university

We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

During your employment with Vee Technologies Private Limited, you will be paid a **Total Compensation of INR 3,00,000/- per annum**. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our sites across India. Your employment will be governed by the rules, regulations and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

We are confident you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Yours truly,  
for Vee Technologies Private Limited.,

Kesavan  
Manager – Human Resources.

Acceptance by applicant below

I have read this Letter of Intent and accept the same

Name : Beuia Poustina R

Signature :

Date :

**Bangalore:** Sans Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 482, Serthe Complex, 1st Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96325 78003

**Salem:** 4/14, Raddiparty Road, Marangam, Salem - 636 302, Tel: +91 427 2341 064

**Salem SEZ:** Plot No-14, IYTES ELCOF SEZ, Salem to Bangalore NH-7 Road, Jiga Annapalayam Village, Saranangalam, SR0, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower 3 Special Module, Chennai One IT Park, 562, Thandipakkam - 600 097, Tel: +91 044 2433 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

[www.veetechnologies.com](http://www.veetechnologies.com)





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STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

OFFER LETTER

To, K. NIVETHALTA (M.COM)  
8 220998745

Date: 13/13/23

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



**VENPA**  
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OFFER LETTER

To, S. SURETHA (M.Com)  
9360590651

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on 21.03.2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

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Snega.S

21.08.2023

D/o P.Suppaiyan

No: 39/16 A, East Car Street,

Thiruvanaikovil, Trichy - 620005.

**Subject:** Appointment for post of "Accounts Data Process Executive "

Dear **Ms. Snega S,**

We are pleased to offer you, the position of Accounts Data Process Executive with Global Connect Business Solutions (the 'Company') on the following terms and conditions:

**1. Commencement of employment**

Your employment confirmed from, as of 24<sup>th</sup> July 2023 by company approval.

**2. Job title**

Your job title will be 'Accounts Data Process Executive' and you will report directly to Team Head/Manager.

**3. Salary**

Your salary and other benefits will be as set out in "Schedule 1" Compensation Details, hereto.

**4. Place of posting**

You will be posted at Global Connect Business Solutions, Address: Meenakshi Tower, D/No: C150, 06<sup>th</sup> Cross Road, Thillainagar East, Tiruchirappalli - 620018. If required you must to Work for couple ofdays or a month at any place of business which the Company has in Dubai, Gurgaon, and Chennai or may later acquire. All deputation expenses will be arranged by management. In future if required you would be transfer to Dubai for long period with the confirmation from management.

**5. Timing of Work and Break**

The normal working days are Monday to Saturday. The normal working hours from Monday to Saturday from 09:30 AM to 06:30 PM with Break and the Break of 1 hour for lunch from 01.00 PM to 02.00 PM, You will be required to work for such hours as necessary for your proper duties to the Company. If Saturday announces as Half day then timing will be from 09:30 AM to 02:00 PM with complement halfday leave and you are mandatory to work not less than 48 hours each week, and if necessary, for additional hours depending on your responsibilities. In future rotational shifts will be allocated with different working time with notice.





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STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

To: **SOWMIYA . D (M.COM)**

Date: 13/3/23

6 381 377098

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



**AUTHORISED SIGNATORY**  
**HUMAN RESOURCE**

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, S. SURETHA (M.Com)  
9360590651

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

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We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





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STAFFING SERVICES

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OFFER LETTER

To, VARSINX.P (M.com)

Date: 13/8/23

9629336382

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / Incorrect, your services are liable to be terminated at any point of time.
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- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





## Offer of Employment Letter

Dear **Ananthi**,

On behalf of Durafit Fitness Equipments I am pleased to offer you the position of **Junior Executive** – commencing on **05/15/2023**, on the following terms and conditions.

### 1. Term & Position

You will report to the Head of the department, although reporting structures may change from time to time depending upon business requirements. Given the nature of the Company's business, your job may evolve and change over time. Accordingly, the Company may re-assign, re-allocate or re-organize your duties and responsibilities as circumstances change.

### 2. Time and Attention

You will devote all of your attention, skill and effort to the business on a full-time basis and in compliance with the policies, practices, directions and instructions given to you by the Company from time to time.

### 3. Probationary Period

In order for both you and the Company to determine if your new position is a good fit, your employment is subject to a three-month probationary period. Your performance may be evaluated at any time during this period, at which time you may be given a review based on your KRA metrics and other systems of the company. If at anytime during this probationary period the Company considers your performance to be unsatisfactory or has any concerns with your employment, it may terminate the employment relationship with a notice or pay in lieu of notice of one month as per the policies of the company. Confirmation of probation is based on the performance ratings during the first 3 Months from the date of joining.



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To, **A. ANANTHAVALI (B.Sc)**  
6382468789

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Anai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

VENPA STAFFINGS  
SERVICES INDIA (P)  
LTD



ANITHA S  
CL0012218



Authorised Signatory

Contractor office  
Unit No :229/1, First Floor, Cherry  
Road, Vincent, Salem-636007



SS

ENTERPRISES



CEL CY PRISEBA C

CL9004146



Authorised Signatory

Contractor office

2nd Floor, New No. 30, 1st Main Road,  
West Shenoy Nagar, Chennai-600030

SS  
ENTERPRISES



DHANA PRIYA S  
CL9004105



Authorised Signatory

Contractor office  
2nd Floor, New No 30, 1st Main Road,  
West Shenoy Nagar, Chennai-600030

08.11.2023

**புணியாளர் நியமனக் கடிதம் (Appointment letter)**

1. பெயர்: விஜய் சி

2. பதவி: ...

3. முகவரி: விஜய் சி

4. தலைப்பு: ...

தயவுசெய்து கீழ்க்கண்ட விவரங்களைக் கவனமாகப் படித்துக் கொள்ளவும். உங்களை "SEMI SKILLED" என்ற முக்கிய அடிப்படையில் பின்பற்றும் நிபந்தனைகளின் கீழ் பணி வகைப்படுத்தும் விவரத்தை பரிசீலனை செய்து கொள்ளுங்கள்.

- உங்களுடைய பணி முக்கியம் கீழ்க்கண்டது. ஆம் தேதி முதல் துவங்கி ஒரு வருடம் காலம் வரையில் உங்களை நியமிக்கப்படுகிறது. உங்கள் வேலைகள் கீழ்க்கண்டவற்றின் கீழ் நியமிக்கப்படுகிறது. உங்கள் வேலை நிறைவேற்றங்கள் அவ்வாறு வரையில் உங்கள் வேலைகளை வரையில் அடிப்படையில்/வரையில் உங்களைக் கீழ்க்கண்டவற்றின் கீழ் நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது.
- உங்கள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது.
- பணி நேரம் 8 மணி நேரம்.
  - A Shift: காலை 06.00 மணி முதல் இரவு 02.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டுமே)
  - B Shift: இரவு 02.00 மணி முதல் இரவு 10.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டுமே)
  - C Shift: இரவு 10.00 மணி முதல் காலை 06.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டுமே)
- 6 மாதங்களுக்கு மேல் பணி செய்து 7 வது நாள் விடுமுறை வழங்கப்படும்.
- நிர்ணயிக்கப்பட்ட அளவுகோல்கள் கீழ்க்கண்டவற்றின் கீழ் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது. ஒவ்வொரு நாள் பணி நேரம் கீழ்க்கண்டது.
- உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது. உங்களை நியமிக்கப்படுகிறது.

Earnings (மாதாந்திரம்): Basic+DA (அடிப்படை + அடிக்கடி) - ரூ.14104/-

Stay Allowance (தங்குதலுக்கு சலுகை):

- விடுமுறையில் தங்கி பணிபுரிபவர்களுக்கு - உணவு இடைவேளை இல்லாதது.
- Own Stay (செலவுகள் தங்கி பணிபுரிபவர்களுக்கு) - Own Stay இல்லாதது. இதுபோல் வந்து உடனடியாக தங்கி பணிபுரிபவர்களுக்கு (100 சி.டி ரூ.500/-) - ரூ.500/- வழங்கப்படும்.
- Local Stay (உணவு தங்கி பணிபுரிபவர்களுக்கு) - உணவு இடைவேளை இல்லாதது. பணிபுரிபவர்களுக்கு (100 சி.டி உணவு) - ரூ.500/- வழங்கப்படும்.

Deductions amount (கழித்தல் தொகை):

- சலுகை வரலாறு (PF) - 12%
- தேசிய வருமான வரி (ESI) - 0.75%
- Canteen Deduction (கேண்டின் பிடித்தம் நாளொன்றுக்கு) - ரூ.50/-
- Professional Tax per month (approx) - தொழில் முறை வரி - ரூ.200/-

Attendance Allowance (வருகைப் பதிவு சலுகை):

- முழுமையான வருகை பதிவு சலுகை ரூ.750/- வழங்கப்படும்.
- ஒரு நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை ரூ.500/- வழங்கப்படும்.
- இரண்டு நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை ரூ.250/- வழங்கப்படும்.
- மூன்று நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை இல்லை.

Shift Allowance (A, B and C Shift): விடுப்பு பணி நேரச் சலுகை:

- A-SHIFT நாளொன்றுக்கு = ரூ.50/-
- B-SHIFT நாளொன்றுக்கு = ரூ.25/-
- C-SHIFT நாளொன்றுக்கு = ரூ.50/-

Pr  
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empic  
  
Date: 8



Dear D.HARINI,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
  
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

**SS  
ENTERPRISES**



HARINI SRI K  
CL9004106



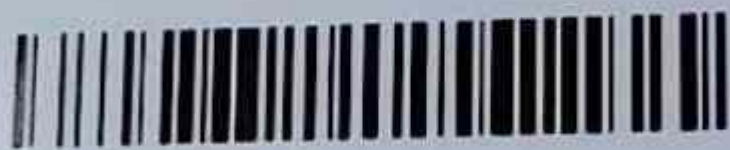
Authorised Signatory

Contractor office  
2nd Floor, New No 30, 1st Main Road,  
West Shenoy Nagar, Chennai-600030

**VENPA STAFFINGS  
SERVICES INDIA (P)  
LTD**



**S HEMA NANDHINI  
CL0012217**



*S.H.*  
Authorized Signatory

Contractor office

Unit No: 229/1, First Floor, Cherry  
Road, Vincent, Salem-636007



Dear V. Iswarya,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
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- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

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MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

**SBICAP Securities Limited**

Marathon Futurex, Unit No. 1201,  
B-Wing, 12th Floor, N M Joshi Marg,  
Mafatal Mill Compound, Lower Parel East,  
Mumbai 400013.



SSL/TA/APP/2023-2024/21508

Date: 15-Nov-2023

Ms. S JANANI

Tiruchirapalli

**APPOINTMENT LETTER ON FIXED TERM CONTRACT BASIS**

Dear S JANANI,

With reference to the interview you had with us, we are pleased to appoint you in our organization on a fixed term contract as **Relationship Officer - Retail Sales (in Officer Grade)** for **Retail Sales Department** on following terms and conditions:

**Tenure:**

The tenure of this Contract is for the period of **12 months** starting from **22-Nov-2023** to **21-Nov-2024**. Any further extension of your contract shall be at the complete discretion of the Company.

**Location:**

You will be initially posted at our office in **Trichy (1983 | SRIRANGAM)** till further instructions.

**Remuneration:**

Your total cost to company will be **Rs.200,004/-p.a. (Rupees Two Lakh and Four Only)**.

A detailed break up of your compensation has been attached herewith in the affixed Annexure.

**Important note:-**

- a) Your remuneration is a confidential matter between you and the Company, and the Company shall view any breach of confidentiality with utmost seriousness, warranting initiation of disciplinary action against you including termination of service.
- b) The Company shall deduct taxes and other statutory dues as may be applicable from time to time from the remuneration payable to you.
- c) The Company shall also be entitled to deduct any sum as may be recoverable from you from time to time as per Company's policies from time to time.



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To: S. KUNGUMA BRINDHA (B.Sc CS)  
8903151521

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.


Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED.

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

Date: 13.03.2023

To, S. MADHUBALA (B.Sc)  
9994366230

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCE**

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

VENPA STAFFINGS  
SERVICES INDIA (P)  
LTD



MALLIKA A  
CL0012224



Authorised Signatory

Contractor office  
Unit No :229/1,First Floor,Cherry  
Road,Vincent,Salem-636007

OFFER LETTER

Date: 13.03.2023

To, A. NANDHINI (B.Sc CS)  
8718918500

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



## Letter of Intent ("LOI")

January 19, 2023

Dear **Nagarani. R,**

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Associate Software Engineer and P1B** with Prodapt solution Private Limited (hereinafter referred as "Prodapt")

In this regard, we are proposing compensation package and benefits, the details of which are set forth in Annexure 1 to this letter.

The final employment offer shall be subject to your successful completion of all curricular requirements laid down by the university/ Institute for award of the Degree and the minimum passing percentage/ grade/rank/class as determined by Prodapt.

The date of joining and the location of posting will be purely based on business requirements of Prodapt. Prodapt solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Prodapt.

Upon joining Prodapt,

1. You are expected to enter into an employment agreement with Prodapt which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Prodapt.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom training for such duration as deemed necessary by Prodapt and your performance will be evaluated periodically during such training period.

# UCS COMPUTER EDUCATION

Reg. No. 389/BK4/2012 Supported by A.S. Foundation

## Identity Card



NAME : M. NASREEN BANU

DESIGNATION : STAFF (Faculty)

HO: Anthonyar Kovil Street, Chinthamani Bazaar,  
Chatram Bus Stand, Trichy-02



9688188869, 9092982398, 9940841185



# DHANALAKSHMI SRINIVASAN CHIT FUNDS (P) Ltd.,

Head Office : 274/C, Thuraiyur Road, Perambalur - 621 212.  
Regd. Office : No. 157, Poonjeri Village, Thirukazhukundram Tk.,  
Chengalpattu Dt., Pin - 603 104.

REF: DSC: HO: VC: AO: 07/2023

Date: 05/07/2023

To

Miss.M.Pandimeena,

(EMP CODE:103504)

No.34,

Periyar Street,

Indira Colony,

Samayapuram.

## LETTER OF APPOINTMENT

Sir/Madam,

With reference to your Application and the subsequent interview you had with us, we are pleased to appoint you as Executive in our organization, on the following terms and conditions:-

1. You will be paid a Consolidated Salary of Rs.10000/- (Ten Thousand only) per month.
2. You will be on Probation for a period of Six months from the date of your joining the Company.  
During the Probation period, if you are found unsuitable, your services can be terminated at any time without any notice or without assigning any reason thereof.
3. Confirmation of your services will be subject to completion of your Probation to our satisfaction.
4. After confirmation, termination of service will be by giving one month's notice on either side or by payment of one month's salary in lieu of notice
5. Your service at the Company at least one year. Before if you are relieved means your Certificate will be issued after Completion of Your Service Only.

(cont...2)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To, S. PAVITHRA (B.Sc LS)  
6380030523

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

**VENPA STAFFINGS  
SERVICES INDIA (P)  
LTD**



**PRAVEENA M  
CL0012243**



Authorised Signatory

Contractor office  
Unit No :229/1,First Floor,Cherry  
Road,Vincent.Salem-636007

# FHHTIMDPL

FOXCONN HON HAI TECHNOLOGY INDIA  
MEGA DEVELOPMENT PVT LTD



PRIYA JENMARAJ  
HH0009444



A handwritten signature in black ink, appearing to read 'Priya'.

Authorised Signatory

SUNGUVACHATRAM KANCHIPURAM DIST  
TAMIL NADU 602106



Dear PRIYADHARSHINI,

Greetings from MMC Infotech !

Subsequent to your Campus Interview with our HR Team at Srimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the joining formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March 15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd,

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13. 03. 2023

To, C. ROSINI (B.Sc CS)  
882588373

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month.
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE



**பணிபாளர் நியமனக் கடிதம் (Appointment Letter)**

தலைவர் / கவர்ன்: **Dr. M. S. Ravi Varan** ரிசர்ச் ராணா

பணிபாளர்: .....

முதலில்: **Dr. M. S. Ravi Varan** ரிசர்ச் ராணா

**S. Thangarasu**, **M. Ranganathan**, P.O. - **622515**

தலைவரவர்களே வேண்டி வேலை செய்கிற பதவியில் பற்றும் தேர்வுகளை அடிப்படையாகக் கொண்டு நான் உங்களை **"SEMI SKILLED"** என்று குறிப்பிட்டு அடிப்படையில் பதவியில் பித்தகளைக் கீழ் பணி வழங்குகிறேன் என்பதை மனநிலையில் தெரிவித்துக் கொள்கிறேன்.

- உங்களுக்கு பணி ஒதுக்கப்படும் காலம்..... ஆம் தேதி முதல் தொடங்கி உங்கள் சேவைகள் எங்கள் வடிவமைப்பாளர் தேர்வுத்திட்டங்களை உங்கள் காலம் தொடங்கி தொடங்கி உங்கள் வடிவமைப்பாளர் அடிப்படையில் அமைக்கப்படும் பதவியில் பித்த பணி இடத்தில் அங்கு அங்கு இடங்களில் வேலை செய்ய எங்கள் நிறுவனத்தால் பித்தப்படுகிறீர்கள். ஆகவே கூட நிறுவனத்தின் வேலை மற்றும் திட்டங்கள் முடிவடைந்தால் தங்களின் ஒதுக்க அடிப்படையாக குறைந்தபட்சம் தான் தான் திறமைக்கான இடைநிலை மற்றும் சேவையை குறைந்தபட்சம் போன்ற நடவடிக்கைகள் எடுக்கப்படும் என்பதை தெரிவித்துக் கொள்கிறேன்.
- உங்கள் பணி தொடங்கும் காலம் **11/1/04**..... ஒவ்வொரு மாதமும் மாதத்தில் கடைசி நாளில் சம்பளம் வழங்கப்படும் என்பதை விடவும் உங்களுக்கு ஒவ்வொரு மாதமும் 1 ஆம் தேதியிலிருந்து 5 ஆம் தேதிக்குள் செலுத்தப்படும்.
- பணி நேரம் 8 மணி நேரம்

- A Shift: காலை 06.00 மணி முதல் பிற்பகல் 02.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டும்)
- B Shift: பிற்பகல் 02.00 மணி முதல் இரவு 10.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டும்)
- C Shift: இரவு 10.00 மணி முதல் காலை 06.00 மணி வரை (உணவு இடைவேளை 0.45 நிமிடங்கள் மட்டும்)

- உங்கள் பதவியை வேலை நிறுத்தம் முதல் 7 வது நாள் விடுமுறை வழங்கப்படும்
- தங்கள் நிறுவனத்தின் அமைந்து விடுவது மற்றும் ஒதுக்கீடுகளைக் கடைபிடிக்க வேண்டும் மற்றும் அங்குள்ள உங்களுக்கு ஒதுக்கப்படும் வேலை மற்றும் அதன் தொடர்பான அமைந்து பதவியை நடவடிக்கைகளைப் பின்பற்ற வேண்டும்.
- தங்களின் சம்பளம் மற்றும் பணி விவரங்களை இந்தக் கடிதத்தில் குறிப்பிட்டுள்ளோம்.

Earnings (சம்பளத்தியம்): Basic+DA (அடிக்கடி) + அலுவலகம் - ரூபாய் 14104/-

Stay Allowance (தங்குதடிக் சலுகை):

- விடுதியில் தங்கி பணிப்புரிபவர்களுக்கு - உணவு இடமும் இலவசம்.
- Own Stay (தங்குதடிக் தங்கி பணிப்புரிபவர்களுக்கு) - வேலை மால்களில் இருந்து வந்து உள்ளூரில் தங்கி பணிப்புரிபவர்களுக்கு (100 ச.மீ மேல்) - ரூபாய் 5000/- வழங்கப்படும்.
- Local Stay (உள்ளூரில் தங்கி பணிப்புரிபவர்களுக்கு) - உள்ளூரிலிருந்து பணிப்புரிபவர்களுக்கு (100 ச.மீ உட்கீழ்) - ரூபாய் 2000/- வழங்கப்படும்.

Deductions amount (கழித்தல் தொகை):

- சுலிபர் வரலாறு வைப்பு திட்ட (PF) - 12%
- தொழிலாளர் மாதிரி காப்பு அட்டம் (ESI) - 0.75%
- Canteen Deduction (கேண்டின் பிடித்தம் நாடொன்றுக்கு) - ரூபாய் 5/-
- Professional Tax per month (approx)- தொழில் முறை வரி - ரூபாய் 208/-

Attendance Allowance (வருகைப் பதிவு சலுகை):

- முழுமையான வருகை பதிவு சலுகை ரூபாய் 750/- வழங்கப்படும்.
- ஒரு நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை ரூபாய் 500/- வழங்கப்படும்.
- இரண்டு நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை ரூபாய் 250/- வழங்கப்படும்.
- மூன்று நாள் விடுப்பு எடுத்தால் வருகைப் பதிவு சலுகை இல்லை.

Shift Allowance (A, B and C Shift)- விடுபட்டு பணி நேரச் சலுகை:

- A-SHIFT நாளொன்றுக்கு = ரூபாய் 50/-
- B SHIFT நாளொன்றுக்கு = ரூபாய் 25/-
- C SHIFT நாளொன்றுக்கு = ரூபாய் 50/-



VENPA  
STAFFING SERVICES

WWW.VENPASTAFFING.COM

OFFER LETTER

Date: 13/03/2023

To: SIVASAKTHI. B.S (computer science)  
8056446278

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





## Offer of Employment Letter

Dear **Shanmugapriya,**

On behalf of Durafit Fitness Equipments I am pleased to offer you the position of **Junior Executive** – commencing on **05/15/2023**, on the following terms and conditions.

### 1. Term & Position

You will report to the Head of the department, although reporting structures may change from time to time depending upon business requirements. Given the nature of the Company's business, your job may evolve and change over time. Accordingly, the Company may re-assign, re-allocate or re-organize your duties and responsibilities as circumstances change.

### 2. Time and Attention

You will devote all of your attention, skill and effort to the business on a full-time basis and in compliance with the policies, practices, directions and instructions given to you by the Company from time to time.

### 3. Probationary Period

In order for both you and the Company to determine if your new position is a good fit, your employment is subject to a three-month probationary period. Your performance may be evaluated at any time during this period, at which time you may be given a review based on your KRA metrics and other systems of the company. If at anytime during this probationary period the Company considers your performance to be unsatisfactory or has any concerns with your employment, it may terminate the employment relationship with a notice or pay in lieu of notice of one month as per the policies of the company. Confirmation of probation is based on the performance ratings during the first 3 Months from the date of joining.



Dear U Vino,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



**TECHVOLT SOFTWARE PVT.LTD**  
Simple But Marvellous



Date: 05-11-2022

To

Name: SOBIYA BANO-S Degree: B.S.C.(IT)

College Name: Shrimati Tejima Gandhi College

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on Full Stack Development domain at "Techvolt Software Pvt.Ltd", starting from 15-11-2022 for a period of 6 Months in our Company in Coimbatore.

Internship Description

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full time employment opportunity will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets canceled automatically. In case if you are absent from the work/internship for (two) consecutive days without informing, the company reserves the right to terminate your services.

Stipend: After successful completion of 3 months training period, you will be getting paid stipend of Rs 7,000/- to Rs 10,000/- per month based on the performance.

Salary Package: After 6 months the salary package offered from Rs 1,80,000 per annum to Rs 3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR HEAD

Dear D.Priyanka,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
  
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



Dear Deepika,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

# ECHVOLT SOFTWARE PVT.LTD

Simple But Marvellous.

25/4/22

K. Gnana marjan

Degree: BCA

Name: Shrimati Indira Gandhi College

## Letter of Offer

For to the interviews you had with us, we are pleased to welcome you as a Trainee on Fullstack Development domain at "Techvolt Software Pvt.Ltd", starting Jan 2022 for a period of 6 Months in our Company in Coimbatore.

### Internship Description

Undergoing on rigorous technical training based on the allocated work.

Working on Project during the internship period.

It has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be provided in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for 3 consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs. 10,000/- to Rs. 10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs. 2,00,000/- per annum based on the performance of first 6 months.

By accepting your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional conduct and you will be responsible for the duties based on the role assigned to you, as more details are laid out in the job/internship description for this position.

Techvolt Software Pvt.Ltd.,



Dear Kaviya V,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

B. SHALINI (BCA)  
8825961221

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.

You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.

Your Date of Joining will be on July 2023, subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.

Salary CTC- 18,000/per Month

Your employment is subject to the clearance of Document verification.  
Accommodation & Food – FREE

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best.

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Omega   
Healthcare

3rd Floor, Raja Complex,  
#6/3 Sharathiyarsalai, Cantonment, Trichy-07  
phone: +91 431 402 8111



**B Vinisha**

**Emp. No : 1138199**

[WWW.OMEGAHMS.COM](http://WWW.OMEGAHMS.COM)

Dear M.Atchaya,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
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- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

J. JENISHA (BCA)  
8760730010

Date: 13.03.2022

Congratulations...! With reference to your application and subsequent interviews you had, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the

You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.

You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.

Your Date of Joining will be on July 2022 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.

Salary CTC- 18,000/per Month

Your employment is subject to the clearance of Document verification.  
Accommodation & Food - FREE

Xerox copies of following documents on the day of joining:

5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!

Sincerely,  
STAFFING SERVICES INDIA PRIVATE LIMITED,

  
RISED SIGNATORY  
I RESOURCE

Dear Hemareka MJ ,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

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- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before April 25, 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd  
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028  
Opp : Alphonse Ground  
Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

Dear VIJAYASHANTHI.M,  
Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



# Jay Jay Mills (India) Private Limited



(Garment Division)

Plot No: K-32 (PT), 33, 34 (PT), 4<sup>th</sup> Cross  
Road, Sipcot Industrial Growth Centre

Perundurai – 638055, Telephone:

+ 91-04294-234500

Email: info@jayjaymills.com



Emp Code : 19230  
Name : NANDHANA P  
DOB : 03-08-2003  
Department : Quality Assurance

  
Employer's Signature

Dear Nishanthini P,

Greetings from MMC Infotech!

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

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- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp: Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



**OFFER LETTER**

Dated: 16/9/2023

Dear Akshiya R

We are happy to inform you that you have been short listed in our screening test

Training in our incubation centre starts on .....

On the date of joining, we would explain you in detail the schedules.

**NOTE:**

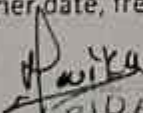
- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes **Software Testing/Software Development & General Aptitude.**
- No other programs are included in this training module.


**RULES:**


Following rules to be followed for placement activities:


- You should have 90% attendance in class room / practical session
- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments on time.
- Give everyday presentation
- Bring this offer letter on the first day with all semester marks cards-10<sup>th</sup> 12<sup>th</sup>/PUC, Degree, college ID Card and Govt ID proof.

This letter is valid on the date of joining mentioned in the mail. If you join on any other date, free training will not be valid. You may have to pay the fees.

  
Thank you,  
Qspiders Campus Connect Team.  


 9513684738 / 9663035838 / 8951022956

 info@campus.qspiders.com

 01, Hayavadana Rao Rd, Basappa Layout, Govipuram Extension,  
Kempgowda Nager, Bengaluru, Karnataka 560019





Date: 25.11.2022

To

Name: APARNA.D Degree: M.Sc (CS)

College Name: Shrimati Indira Gandhi college

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Fullstack development" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head  
  




OFFER LETTER

Dated: 16 '9' 2023

Dear B. Bavadhanni,

We are happy to inform you that you have been short listed in our screening test

Training in our incubation centre starts on .....

On the date of joining, we would explain you in detail the schedules.

NOTE:



- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes **Software Testing/Software Development & General Aptitude.**
- No other programs are included in this training module.


RULES:


Following rules to be followed for placement activities:


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- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments on time.
- Give everyday presentation
- Bring this offer letter on the first day with all semester marks cards-10<sup>th</sup> 12<sup>th</sup>/PUC, Degree, college ID Card and Govt ID proof.

This letter is valid on the date of joining mentioned in the mail. If you join on any other date, free training will not be valid. You may have to pay the fees.

  
Thank & Regards  
Qspiders CampusConnect Team.  


 9513684738 / 9663035838 / 8951922956

 info@campus.qspiders.com

 01, Hayavadana Rao Rd, Basappa Layout, Gavipuram Extension,  
Kampegowda Nagar, Bengaluru, Karnataka 560019



Dear E.Brindha,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be **13,000 (Per Month)**

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





## OFFER LETTER

Dated 16/9/2023

Dear V. Dharani

We are happy to inform you that you have been short listed in our screening test.

Training in our incubation centre starts on .....

On the date of joining, we would explain you in detail the schedules.

### NOTE:

- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes **Software Testing/Software Development & General Aptitude.**
- No other programs are included in this training module.

### RULES:

Following rules to be followed for placement activities:

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- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments on time.
- Give everyday presentation
- Bring this offer letter on the first day with all semester marks cards-10<sup>th</sup> 12<sup>th</sup>/PUC, Degree, college ID Card and Govt ID proof.

This letter is valid on the date of joining mentioned in the mail. If you join on any other date, free training will not be valid. You may have to pay the fees.

Thank & Regards  
Qspiders Campus Connect Team.



9513684738 / 9663035838 / 8951922956

info@campus.qspiders.com

01, Hayavadana Rao Rd, Basappa Layout, Gavipuram Extention,  
Kempegowda Nagar, Bengaluru, Karnataka 560019

Employee Details

Candidate Name : R Harini  
Designated : Associate Software Engineer  
Date : 27<sup>th</sup> Mar 2023

Dear Ms. R Harini,

**Congratulations!** We are pleased to inform you that you have been selected for the position of **Associate Software Engineer** at **Zybisys**. This provisional offer letter confirms your selection and outlines the terms and conditions of your employment.

Please note that this is a provisional offer letter, and it is not valid until you join Zybisys. Your employment will be confirmed only after the successful completion of the joining formalities and the submission of the required documents.

As per the selection process, you have been selected for a **2-year bond** with Zybisys. During this period, you are required to submit your original degree certificate, and you will be provided with a **6-months** training on your particular field. This training is mandatory and will be conducted by our experienced trainers.

We request you to go through the terms and conditions mentioned in the bond carefully before signing it. Also, kindly ensure that you bring your original degree certificate and all other necessary documents at the time of joining.

Your compensation package includes a starting salary of **INR. 1,80,000** per annum, along with other benefits, such as health insurance. The details of your compensation package will be provided in the Appointment letter, which will be given to you on the day of joining.

Your expected date of joining will be communicated to you in due course, and we look forward to welcoming you to the Zybisys family. Please confirm your acceptance of this provisional offer by signing and returning a copy of this letter.

Sincerely,


AR. Abdul Rasool  
Founder & CEO.





Date: 25-11-2022

To

Name: ISHWARYA - K Degree: M.Sc (CS)

College Name: Shrimati Indira Gandhi college

**Letter of Offer**

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Fullstack Development" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head







VENPA  
STAFFING SERVICES

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

OFFER LETTER

Date: 13/08/2023

To: JANARDI S M.SC computer science.

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Dear PRIYADHARSHINI,  
Greetings from MMC Infotech!

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

Dear Kavya.N,  
Greetings from MMC Infotech!

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

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- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

OFFER LETTER

Date: 13.03.2023

To, S. LOGESWARI (M.Sc CS)  
7397158971

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on 27/04/2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-  
602106 | Mobile: 8438520290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Dear Madhumitha K,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be **13,000 (Per Month)**

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

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- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, **V. MAHALAKSHMI (M.Sc (CS))**  
**9566 498670**

Date: **13.03.2023**

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on **July-2023** subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE





**Sri Ramakrishna Vidyalaya Gurukulam**

Residential Matric. Hr. Sec. School

New Edakkal, Ulundurpet - 606 107.

To

08.05.2023

**MS. R. PRAMMASRI**

D/o Thiru.S.P. Raja Ganesan.

777, 3<sup>rd</sup> Street.

Kattabomman Nagar,

Keelperumpakkam, Villupuram.

Ph. No. : 9994641269

Dear Madam,

Sub: **Digital Editor** Appointment – reg.

It is hereby informed that you are appointed as **Digital Editor** at **Sri Ramakrishna Vidyalaya Gurukulam Residential Matric. Hr. Sec. School, Ulundurpet** and you shall have to take charge on **08.05.2023** in the presence of Principal.

(Basic Pay Rs.11,000 /- + Mess Allowance Rs. 1,000/-)

Yours in Lord,

  
08/05/2023

**SENIOR PRINCIPAL.**



LIVE

**CampusConnect**  
A Unit of Test Yatra Software Solutions India Pvt Ltd



spiders

**OFFER LETTER**

Dated: 16/01/2023

Dear D Sindhu,

We are happy to inform you that you have been short listed in our screening test

Training in our incubation centre starts on \_\_\_\_\_

On the date of joining, we would explain you in detail the schedules

**NOTE:**

- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes Software Testing/Software Development & General Aptitude.
- No other programs are included in this training module.

**RULES:**

Following rules to be followed for placement activities:

- You should have 90% attendance in class room / practical session
- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments on time.
- Give everyday presentation
- Bring this offer letter on the first day with all semester marks cards-10" 12"/PUC, Degree, college ID Card and Govt ID proof

This letter is valid on the date of joining mentioned in the mail. If you join on any other date, free training will not be valid. You may have to pay the fees.

\_\_\_\_\_  
 Spiders Campus Connect Team

853684738 / 9663035833 / 8861821956

info@campus.spiders.com

01, Hayavadana Bldg Rd, Basappa Layout, Govindan Extension, Kemppegowda Nagar, Bangalore, Karnataka 560019



Edit





Date: 25-11-2022

To

Name: SOPHIA.P Degree: M.Sc(CS)

College Name: Shrimati Indira Gandhi College

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Fullstack Development" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the Internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your Internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the Internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head





Dear Sowmiyalakshmi. D,  
Greetings from MMC Infotech!  
Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi  
College. We wish to inform you that, you have been shortlisted in the Interview  
Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000  
(Per Month)

You are here by requested to come to our organization to fulfill the Joining  
Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone  
number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

**Employee Details**

**Candidate Name** : R Sushmita  
**Designated** : Associate Software Engineer  
**Date** : 27<sup>th</sup> Mar 2023

Dear Ms. R Sushmita,

**Congratulations!** We are pleased to inform you that you have been selected for the position of **Associate Software Engineer at Zybisys**. This provisional offer letter confirms your selection and outlines the terms and conditions of your employment.

Please note that this is a provisional offer letter, and it is not valid until you join Zybisys. Your employment will be confirmed only after the successful completion of the joining formalities and the submission of the required documents.

As per the selection process, you have been selected for a **2-year bond** with Zybisys. During this period, you are required to submit your original degree certificate, and you will be provided with a **6-months** training on your particular field. This training is mandatory and will be conducted by our experienced trainers.

We request you to go through the terms and conditions mentioned in the bond carefully before signing it. Also, kindly ensure that you bring your original degree certificate and all other necessary documents at the time of joining.

Your compensation package includes a starting salary of **INR. 1,80,000** per annum, along with other benefits, such as health insurance. The details of your compensation package will be provided in the Appointment letter, which will be given to you on the day of joining.

Your expected date of joining will be communicated to you in due course, and we look forward to welcoming you to the Zybisys family. Please confirm your acceptance of this provisional offer by signing and returning a copy of this letter.

Sincerely,


AR. Abdul Rasool  
Founder & CEO.





# CHELLAMMAL

MATRIC. GIRLS HR. SEC. SCHOOL

Kallanai Road, Thiruverumbur,

Trichy - 620 013

Contact: 0431-2404325



B.Group:

O+Ve

## PRIYADARSINI S

B.Sc.,M.Sc

TGT

DOB : 08.04.2001

D/o.M.Saravana

No:8/47,Anna Arch,

Thuvakudi Malai,Trichy-620022.

(M):8925786124

2023-2024

**SOWDAMBIKAA**  
GROUP OF SCHOOLS

S. N. S. S.  
CHAIRMAN



Nov 7, 2023, 4:30 PM

## Amount Credited Info

Text

Amount

**INR 9000.00**

A/C No.

XXXXXXXXX00

Transact Status

credited

Towards

NEFT TRF:CHELLAMMAL  
AXOBR33117914046

Date and Time

07-NOV-2023

Available Balance

58846.1



**VENPA**  
STAFFING SERVICES  
www.venpastaffing.com

**OFFER LETTER**

A. ARUL JAYA PRIYA (M-SC-IT)

6383201280

Date: 13/1/22

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. The offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

You are required to submit all relevant documents at the time of joining the organization, whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form; during the interview you had with us. If it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time. You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings, including night shift.

Your Date of Joining will be on July 2022 subject to company onboarding procedure. Any changes in DOJ will inform with proper detail.

Salary CTC - 18,000/per Month

Your employment is subject to the clearance of Document verification.  
Accommodation & Food - FREE

Kindly Xerox copies of following documents on the day of joining:

- 3 Passport size photographs, Covid-19 Vaccination certificate, Ddm bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!

Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED



AUTHORIZED SIGNATORY  
HUMAN RESOURCE

Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram - 606106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



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STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023.

P. MAANISHA (M.Sc IT)  
8056762542

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

Office: #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram - 601301  
Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





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STAFFING SERVICES

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OFFER LETTER

2. **Gr. NANDHINI (M.Sc IT)**  
7305733294

Date: 13.03.2023


Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE

At Venpa copies of following documents on the day of Joining:

- Recent size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!!

  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

HR  
RESOURCES  
SIGNATORY

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
#1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-  
Phone: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



OFFER LETTER

To, **H. SNEKA (M.Sc. IT)**  
9360894765

Date: 15-03-2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC: 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORIZED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

Flowers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-600066 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





OFFER LETTER

J. SANTHINA (M.Sc. IT)  
9360778649

Date: 13.03.2023.

Congratulations, With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Attach copies of following documents on the day of Joining:

Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!



VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
1st Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram.  
Phone: 9360778649 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





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www.venpastaffing.com

**OFFER LETTER**

**M. MADHU MEETHA (Msc IT)**  
**82207 43447**

DATE: 10/07/23

Congratulations. With reference to your application and subsequent interview you had, we are pleased to offer you the position of "Executive - Soterology" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the

You are required to submit all relevant documents at the time of joining the organization, whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. It is also to be noted that information you had provided in past / sometime, your services are liable to be terminated at any point of time.

You would be following the working hours and shift timings of the company as per the business requirement and projects assigned. You are agreeing to work on any shift timing including night shift.

Your Date of Joining will be on July 2023 subject to company onboarding procedure. Any changes in DOJ will inform with proper details.

Salary CTC - 18,000 per Month  
Your employment is subject to the clearance of Document verification.  
Accommodation & Food - FREE.

Send Back copies of following documents on the day of joining.

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!

Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



THORIZED SIGNATORY  
MAN RESOURCE

We specialize in:

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Name : Varsha N

College Name : Shrimati Indira Gandhi College

Department : MSc IT

Date : 22-Feb-23

Letter of Intent

Varsha N,

from Vee Technologies Private Limited.

We are pleased to share with you this Letter of Intent for the position of **AR Caller Trainee - Medical Billing**. We trust that this opportunity finds you mutually excited about your new employment with Vee Technologies Private Limited (hereafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and a breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the information here as personal and confidential.

This Letter of Intent is valid subject to you

- Submitting all necessary documents at the time of joining
- No drop in any semester / year throughout the course

If the information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your training. The date of commencement of training cum employment and venue for reporting will be intimated to you.

Your performance will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stands cancelled.

**Bangalore:** Same Towers, 71, Miller Road, Bangalore - 560 052, Tel: +91 80 2226 6677

**Bangalore RR Nagar:** 5th Floor, No. 483, Soetha Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: +91 96325 70003

**Salem:** 4/14, Reddipatty Road, Mamangam, Salem - 636 302, Tel: +91 427 2341 064

**SEZ:** Plot No: 14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagir Ammapalayam Village, Saranacolam SRO, Salem-636 302, Tel: +91 427 2340290

**Chennai:** Tower-3 Special Module, Chennai One IT Park SEZ, Thirupakkam - 600 097, Tel: +91 044 2433 1235

**USA:** New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

[www.veetechnologies.com](http://www.veetechnologies.com)





The only Global Services company backed by its own university.  
We specialize in:  
• Healthcare • IT/ITeS  
• Engineering • Logistics  
• Finance & Accounting • Media

During your employment with Vee Technologies Private Limited, you will be paid a **Total Compensation of INR 3,00,000/- per annum**. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our sites across India. Your employment will be governed by the rules, regulations and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

We are confident you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Yours truly,  
for Vee Technologies Private Limited.,

Kesavan  
Manager – Human Resources.

Acceptance by applicant below

I have read this Letter of Intent and accept the same

Name : Varsha N

Signature :

Date :





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www.venpastaffing.com

**OFFER LETTER**

**P. KIRUTHIGA (M.Sc.IT)**  
9787090531

Date: 19.07.2022

Congratulations! With reference to your application and subsequent interviews, you are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information provided by you in the biodata / Application Form during the interview you had with us. If it is later found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.

You would be following the working hours and any shift timings of the company as per business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.

Your Date of Joining will be on July 2022, subject to comply on boarding procedure. If any changes in DOJ will inform with proper details.

Salary CTC - 28,000/per Month


Your employment is subject to the clearance of Document verification.

Accommodation & Food - FREE

Senderox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!!

  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

Authorised SIGNATORY  
HR MANAGER RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-601301  
Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



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STAFFING SERVICES  
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**OFFER LETTER**

TO: **R. ANUSOYA (M SC IT)**

Date: **13/03/2023**

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on **July-2023** subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE

Submit Xerox copies of following documents on the day of joining:

- 3 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!!!

Sincerely,  
**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED.**



VP's Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602306 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



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STAFFING SERVICES  
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OFFER LETTER

**R. RAJESWARI (6374537830)**  
M.Sc Information Tech

Date: 18.09.2022

Congratulations...! With reference to your application and subsequent interviews you had, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.

You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.

Your Date of joining will be on July 2022 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.

Salary CTC- 18,000/per Month

Your employment is subject to the clearance of Document verification.

Accommodation & Food - FREE.

Please Xerox copies of following documents on the day of joining:

- 3 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-622106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

**OFFER LETTER**

Date: 13.03.2023

R. SHARUMATHI (M.Sc. IT)  
8220062942

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-601306 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

S. INOHARRA (M.S. IT)  
9042 626396

Date: 13.08.2023.

Congratulations..! With reference to your application and subsequent interview's you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
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- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

PS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-62106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

S. VAISHNAVI (M.Sc. IT)  
7358854229

Date: 13.03.2023

Congratulations...! With reference to your application and subsequent interviews you had, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.

You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.

Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.

Salary CTC- 18,000/per Month

Your employment is subject to the clearance of Document verification.

Accommodation & Food - FREE.

and Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhhar Card (DD/MM/YYYY) copy and original for verification.

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best.!

Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



HR RESOURCES  
MANAGEMENT RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
Office: #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Karchipuram.  
Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





**VENPA**  
STAFFING SERVICES

[www.venpastaffing.com](http://www.venpastaffing.com)

OFFER LETTER

Ms. SNEHA .Y (M.Sc)

Date: 13/3/23

8098876664

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the following:

- You are required to submit all relevant documents at the time of joining the organization, whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timing, including night shift.
- Your Date of joining will be on July 20 23 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC: 18,000/per Month.
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

VENPA copies of following documents on the day of joining:

- Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

Welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best.

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

AUTHORIZED SIGNATORY  
HUMAN RESOURCE

Office: #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram - 600081 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds

(Reg. No. : 55/2011/IV)

A Venture By : **NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST**  
Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579  
Ph : 91-9826269091, 91-9047415416 e-mail : niceeducation@gmail.com  
Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/01/2023

To

Ms/Mr : G. AISHWARYA ..... S/O, D/O M. GANESAN .....

Name of the College : SHRIMATI INDIRA GANDHI COLLEGE .....

**SUB: Offer Letter**

Greetings and Wishes from NICE EDUCATION, A Venture of **NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.**

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

**CTC Break Up:**

(i) **Cash In Hand**

Salary: 12,000/-

(Rupees Twelve Thousand Rupees .....) )

(ii) **Other Allowances**

HRA: 2000 to 4500 /. + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: dmitnice@gmail.com before 20<sup>th</sup> of March 2023

Thanking You  
*Best Wishes* .....





# NICE EDUCATION

For Quality Education of All Ages Every Week.

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnurmpadavil, Kabanigri, Puzhally, Wayanad, Kerala-673579

Ph - 01-9826269091, 01-9047415416 e-mail - nicenobelkerala@gmail.com

Website - www.niceeducation.in

Reg. No. 52/2011/90

Ref. No: NICE/2022-23 /O. I/\_\_\_\_\_

Date: 20/3/23

To

Ms/Mr : K. Bhasathi SO, D/O R. Kaishnambathi

Name of the College : Shriroati Indira Gandhi College, Talichy

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

### CTC Break Up:

(i) **Cash In Hand**

Salary: 12000

(Rupees twelve thousand Rupees)

(ii) **Other Allowances**

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnise@gmail.com](mailto:dmitnise@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

*Best Wishes* .....







# NICE EDUCATION

(Reg. No. : 55/2011/IV)

For Excellent Expression of Brilliant Young Minds...

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826269091, 91-9047415416 e-mail : nicenicekerala@gmail.com

Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/01/23

To

Ms/Mr : P. Edhazhi : S/O, D/O V. Pannan Selvam

Name of the College : Shrimati Indira Gandhi college

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 15,000/-

(Rupees Fifteen thousand Rupees)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





# NICE EDUCATION

Reg. No. 55281180

For Excellent Empowerment of All Round Young Niche.

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph: 01-9826269091, 01-9047415416 e-mail: nice@nicenigeria@gmail.com

Website: www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date: 22/01/23

To

Ms/Mr

: T. GOPIKA : S/O, D/O J. THAMIZHARASU

Name of the College

: SVELAZHIL JANDRA MANTHIL COLLEGE TRICHY

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 14000/-

(Rupees Ten thousand Rupees)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be chued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





# NICE EDUCATION

Reg. No. 16281104

A Venture By: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST  
Hatturumpuzha, Kattangal, Puzhaly, Wayanad, Kerala-673679  
Ph: 01-9626269091, 01-9047415416 e-mail: niceeducation@gmail.com  
Website: www.niceeducation.in

Ref. No: NICE/2023-23 /O. I/ \_\_\_\_\_

Date: 20/3/23

To

Ms/Mr : J. Jeyaraj SO, D/O P. Krishna Kumar

Name of the College : Srinivasi Indira Gandhi College

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 12000/-

(Rupees Twelve thousand Rupees)

(ii) Other Allowances

HRA: 2000 to 4500/- = HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be closed-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes \_\_\_\_\_







# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds...

A Venture Of: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826269091, 91-9047415416 e-mail : nicekerala@gmail.com

Website : www.niceeducation.in

(Reg. No. : 55/2011/IV)

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/01/23

To

Ms/Mr : JANANI SEKAR..... S/O, D/O K. SEKAR.....

Name of the College : SHRIMATI INDIRA RANJITH COLLEGE.....

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: ..... 12000/-

(Rupees ..... Twelve Thousand : .....

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com). before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





# NICE EDUCATION

For Excellent Education of Brilliant Young Minds

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph : 91-9826269091, 91-9047415416 e-mail : nice@nicekarala@gmail.com

Website : www.niceeducation.in

(Reg. No. : 5528110V)

Ref. No: NICE/2022-23 /O. U/.....

Date : 25.01.23

To

Ms/Mr : .....K. JEYASRI.....: S/O, D/O KRISHNA MOORTHY P

Name of the College : SURINJI, INDIRA GANDHI COLLEGE.....

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: .....14,000/-.....

(Rupees .....Fourteen Thousand.....)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To, M. Kavi Priya (BA Eng-Lit)

4708735156

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.


Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card [DD/MM/YYYY] copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE





# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds.

Reg. No. : 55(2011)(V)

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigin, Pulpally, Wayanad, Kerala-673579

Ph : 91-9826269091, 91-9047415416 e-mail : nice@nicekerala@gmail.com

Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date: 25/01/2023

To

Ms/Mr : R. KAVIYA...RAJAN.....: SO, D/O M. RAJA...RAJAN

Name of the College : SHRIMATI...INDIRA...GANDHI...COLLEGE.....

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

CTC Break Up:

(i) Cash In Hand

Salary: 13,000/-

(Rupees Eighteen Thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, S. LOGAVARSHINI (BA English)  
8438700405

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / Incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE



VENPA  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To. S. Logeswari (BA English)  
7092506771

Date: 13.03.2023

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month.
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE





# NICE EDUCATION

Reg No: 50281129

For Excellent Education of Tomorrow's Young People

A Venture By: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnunmuzadavil, Kabanget, Pulpally, Wayanad, Kerala-673579

Ph: 91-9826269091, 91-9047415416 e-mail: nice@nicekenala@gmail.com

Website: www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/ \_\_\_\_\_

Date: 25/1/2023

To

Ms/Mr : Loganarasi B : S/O, D/O M. Balasubramanian

Name of the College : Shrimati Jodisa Gandhi College, Taty

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

CTC Break Up:

(i) Cash In Hand

Salary: 13,000/-

(Rupees Thirteen thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes \_\_\_\_\_





# NICE EDUCATION

Reg. No. 59/2011/001

For Certified Examinations of Self-Employed Young Adults

A Venture By NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanget, Pulpally, Wayanad, Kerala-673570

Ph: 01-9826269091, 01-9047415416 e-mail: nice@nickeerala@gmail.com

Website: www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date: 25/1/2023

To

Ms/Mr : P. Madhusatha : SO, D/O P. Penniyamoorthu

Name of the College : Sri Sri Sri Padma Ganga College, Trichy

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

CTC Break Up:

(i) Cash In Hand

Salary: 12,000/-

(Rupees Twelve thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be chued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You  
Best Wishes.....





# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds.

(Reg No. : 55/2011/IV)

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph : 91-9826269091, 91-9047415416 e-mail : nicekerala@gmail.com

Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. I./.....

Date : 25/01/23

To

Ms/Mr : B.S. PAVITHRA : S/O: D/O A.V. SIVARAMAN

Name of the College : SHRIMATI. INDIRA GANDHI COLLEGE

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 18,000/-

(Rupees Eighteen Thousand Rupees)

(ii) Other Allowances

HRA: 2000 to 4500/. + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com). before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....







# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds...

(Reg. No. : 55/2011/IV)

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826269091, 91-9047415416 e-mail : nice@nicekerala@gmail.com

Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/1/2023

To

Ms/Mr : ..Piyarena Gilbert S SO, D/O Saleth Goll bast Raj

Name of the College : ..Shrimati Indira Gandhi College, Trichy..

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: ..16,000/-

(Rupees ..Sixteen thousand.....)

(ii) Other Allowances

HRA: 2000 to 4500/. + HRA Facilities: 2000 to 3000/.

Training & Supervision: 2500 to 4000/.

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





# NICE EDUCATION

For Excellent Education - Without Tiring Mind

A Venture By: NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Narainampattil, Kabinright, Puzhally, Wyanad, Kerala-673570

Ph: 01-9826269091, 01-9047415416 e-mail: nice@nicenigeria@gmail.com

Website: www.niceeducation.in

Reg. No. 2021/100

Ref. No: NICE/2022-23 /O. L/.....

Date: 25.04.2023

To

Ms/Mr

SONALI K.A. S/O, D/O KANANDA KRISHNAN

Name of the College :

SHRIMATI INDIRA EASNDHI COLLEGE

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 13000/-

(Rupees Thirteen Thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com), before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....





# NICE EDUCATION

For Excellent Expression of Brilliant Young Minds

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST

Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579

Ph. : 91-9826269091, 91-9047415416 e-mail : nicenicekerala@gmail.com

Website : www.niceeducation.in

(Reg. No. : 55/2011)(IV)

Ref. No: NICE/2022-23 /O. L/.....

Date : 25/1/23

To

Ms/Mr : SUGANYA K : -S/O, D/O P. KUMARAVELU

Name of the College : SHRIMATI INDIRA GANDHI COLLEGE

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of Communicative English Trainer for the academic year 2023 -24

### CTC Break Up:

(i) Cash In Hand

Salary: 14,500/-

(Rupees Fourteen thousand)

(ii) Other Allowances

HRA: 2000 to 4500 / + HRA Facilities: 2000 to 3000/

Training & Supervision: 2500 to 4000/

TOTAL CTC: Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: [dmitnice@gmail.com](mailto:dmitnice@gmail.com) before 20<sup>th</sup> of March 2023

Thanking You

Best Wishes .....







# NICE EDUCATION

Reg. No. : 55/2011/VI

A Venture By : NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST  
Nalonnumpadavil, Kabanigiri, Pulpally, Wayanad, Kerala-673579  
Ph. : 91-9826269091, 91-9047415416 e-mail : rocenicekarala@gmail.com  
Website : www.niceeducation.in

Ref. No: NICE/2022-23 /O. U/.....

Date : 25/1/2023

To

Ms/Mr : Vasanthi A : S/O, D/O P. Ananthan

Name of the College : Shri Mata Jyoti Bai College, Trichy

SUB: Offer Letter

Greetings and Wishes from NICE EDUCATION, A Venture of NOBEL INSTITUTE OF COMMUNICATIVE ENGLISH CHARITABLE TRUST.

HR Team of NICE EDUCATION is delighted to inform you that you are selected for the position of **Communicative English Trainer** for the academic year 2023 -24

CTC Break Up:

(i) Cash In Hand

Salary: 14,000/-

(Rupees Fourteen thousand)

(ii) Other Allowances

HRA: 2000 to 4500/- + HRA Facilities: 2000 to 3000/-

Training & Supervision: 2500 to 4000/-

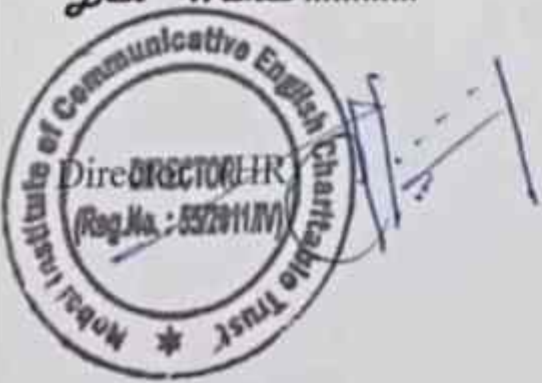
**TOTAL CTC:** Cash in Hand + Other allowances

You are requested to join for the training in the month of April or May 2023. Dates of the training will be clued-up later. If you don't get any information regarding the training, you are requested to call or mail in the first week of April 2023 regarding the training.

For Further details: (09826269091, 09047415416, 09626158128, 09047968128, 09626798128)

To confirm your appointment, you are requested to drop a confirmation mail with a copy of this offer letter, your contact details to our HR department: dmitnice@gmail.com before 20<sup>th</sup> of March 2023

Thanking You  
*Best Wishes* .....





TO  
M.Abinaya  
70 south street, koorambar sathyam (po)  
viruthachalam ( Tk) cudalore ( DT)  
Mobile: +91 733 909 4740  
Email: Abisevi107@gmail.com

Dear Ms. M.Abinaya

I am pleased to offer you the position of "JUNIOR DESIGNER" at Design Squad Private Ltd. Salem, Tamil Nadu from November 16, 2023.

For your position, you will be paid a consolidated monthly salary of Rs.15,000/-. Your job is mainly to work under Sr.CAD DESIGNER and to our design director to explore new techniques, new treatment, visualizing the ideas, improving the color and composition.

You will report to General Manager and follow the company policies instructed to you verbally and in writing.

Your working hours will be 07.00 AM – 4.45 PM (9 Hours/day) for 5 days and 1st and 3rd Saturday's working hours will be 07.00 AM – 12.45 PM (5 Hours/day) a month.

You are eligible for all personal holidays and vacation per company regulations.

In order to show the commitment for the undertaking of the above assignment we would require you to accept the following:

You agree that will continue to serve for a minimum of 1 years from the date of this document.

Notice period resignation is 30 days.

You will not remove any work related material from the office premises. You will not share any information related to work verbally visually or electronically to any individual or company. If found, there will be legal action.

You shall not be employed with any other Person or Company, simultaneously while working in our Company on design related work; if found, there will be a legal action against you.

You shall also not do any activity of Profit or Business related to textile design, while working in our Company.

Any violation of the above will be addressed legally in the courts of Salem, Tamilnadu India.

Congratulations and Welcome to Design Squad family.

Looking forward for long and successful business association.

This letter is valid until 23.11.2023. Please confirm your acceptance through e-mail.

Thanks, and Regards

I accept the above terms

For Design Squad Pvt. Ltd.  
  
Authorized Signatory.

Saravenan B Bopana  
General Manager  
Design Squad P Limited

M.Abinaya

design squad private limited  
#1 sakthi krupa building, kumaran nagar  
main road, puthu marianman koil post  
ponnampet, salem tn 636 003 india



**VENPA**  
STAFFING SERVICES

www.venpa.com

**OFFER LETTER**

Date: 13.03.2023

To: B. AGALYA III-B.Sc FTEID  
9750 39 9882

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of joining will be on: 15/03/2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC - 15,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit three copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best.

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORIZED SIGNATORY  
HUMAN RESOURCE

APS Towers, #1, Ground Floor, Ansal Sathya Nagar, Malachur Village, Sunguvarchattram, Kanchipuram-602106 | Mobile: 8438620290 | Web: VenpaStaffing.com | E-mail: marunkumar@venpaStaffing.com





## GEE GEE GARMENT

Date: 27<sup>th</sup> September 2023

To  
Amritha, S.  
4/13, Maruvathur main road,  
T.Renganathapuram,  
Thuraiyur (Tk),  
Trichy – 621002.

### Letter of Offer for Employment

With reference to your application and subsequent to the interview you had with us on 20<sup>th</sup> October 2023 we are pleased to offer you the position as **Trainee Quality controller** in our Garment division. You will be reporting to the **Quality In charge** until further instructions.

You will be paid monthly as follows:

i)	Basic & DA	: Rs. 10514.00
ii)	H.R.A	: Rs. 5486.00
		<hr/>
	Gross Salary	: Rs. 16,000.00
		<hr/>

As discussed, you are requested to join on or before 14<sup>th</sup> November 2023 failing which the offer stands cancelled.

Your appointment is subject to a probation period of One Year effective from the date of commencement of employment.

You are requested to return an acknowledged copy of this offer as a token of your acceptance specifying your date of joining with us.

With Best Wishes,

For GEE GEE GARMENT

  
General Manager  
(Pradeesh Kumar)

enquiry@geegeegarment.com  
www.geegeegarment.com  
#56, Tiruchengode Road, Palipalayam,  
Namakkal - 638 006.  
33AIAPM7794H2ZZ



TO  
Atchayapriya.A  
39 veakalalamman nager woriyur  
trichy-3  
Mobile: +91 636 988 0722  
Email: priyaatchaya545@gmail.com

Dear Ms. Atchayapriya.A

I am pleased to offer you the position of "JUNIOR DESIGNER" at Design Squad Private Ltd. Salem, Tamil Nadu from November 16,2023.

For your position, you will be paid a consolidated monthly salary of Rs.15,000/- . Your job is mainly to work under Sr.CAD DESIGNER and to our design director to explore new techniques, new treatment, visualizing the ideas, improving the color and composition.

You will report to General Manager and follow the company policies instructed to you verbally and in writing.

Your working hours will be 07.00 AM – 4.45 PM (9 Hours/day) for 5 days and 1st and 3rd Saturday's working hours will be 07.00 AM – 12.45 PM (5 Hours/day) a month.

You are eligible for all personal holidays and vacation per company regulations.

In order to show the commitment for the undertaking of the above assignment we would require you to accept the following:

You agree that will continue to serve for a minimum of 1 years from the date of this document.

Notice period resignation is 30 days.

You will not remove any work-related material from the office premises. You will not share any information related to work verbally visually or electronically to any individual or company. If found, there will be legal action.

You shall not be employed with any other Person or Company, simultaneously while working in our Company on design related work, if found, there will be a legal action against you.

You shall also not do any activity of Profit or Business related to textile design, while working in our Company.

Any violation of the above will be addressed legally in the courts of Salem, Tamilnadu India.

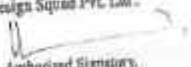
Congratulations and Welcome to Design Squad family.

Looking forward for long and successful business association.

This letter is valid until 23.11.2023.Please confirm your acceptance through e-mail.

Thanks, and Regards

I accept the above terms

For Design Squad Pvt. Ltd.  
  
Authorized Signatory.

Saravanan B Bogana  
General Manager  
Design Squad P Limited

Atchayapriya.A

design squad private limited  
#1 sakthi krupa building, kumaran nagar  
main road, puthu mariamman koil post  
ponnamapet, salem tn 636 003 india



**VENPA**  
STAFFING SERVICES

WARRANGAL OFFICE

**OFFER LETTER**

To: **R DIVYA SRI, M-BSC FT&D**

Date: **18.03.2023**

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of joining will be on **July 2023** subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- Salary CTC - 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food - FREE

Submit the copies of following documents on the day of joining:

- 3 Transport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DOJ/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best!

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORIZED SIGNATORY  
HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Moshaan Village, Sunguwarhattam, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: ranunkumar@venpastaffing.com





# GEE GEE GARMENT

Date: 30<sup>th</sup> October 2023

To  
K.Geetha priya,  
17A, Bharathidasan street,  
Ponmalaiapatti,  
Trichy – 600004.

## Letter of Offer for Employment

With reference to your application and subsequent to the interview you had with us on 06<sup>th</sup> October 2023 we are pleased to offer you the position as **Trainee Production Supervisor** in our Garment division. You will be reporting to the **Production Executive** until further instructions.

You will be paid monthly as follows:

i)	Basic & DA	: Rs. 10514.00
ii)	H.R.A	: Rs. 5486.00
		_____
Gross Salary		: Rs. 16,000.00
		_____

As discussed, you are requested to join on or before 14<sup>th</sup> November 2023 failing which the offer stands cancelled.

Your appointment is subject to a probation period of One Year effective from the date of commencement of employment.

You are requested to return an acknowledged copy of this offer as a token of your acceptance specifying your date of joining with us.

With Best Wishes,

For GEE GEE GARMENT

  
General Manager  
(Pradeesh Kumar)

- ① enquiry@ggeegearment.com
- ② www.ggeegearment.com
- ③ #5B, Tiruchengode Road, Palakolayam,  
Namakkal - 638 008.
- ④ 33A1APM7794H22Z



VENPA  
STAFFING SERVICES

OFFER LETTER

To: K. HARINISHREE  
7639435108

Date: 13/03/2023

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below.

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of joining will be on July 2023 subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE



# GEE GEE GARMENT

Date: 27<sup>th</sup> September 2023

To  
Indhumathi. N  
3/157, Middle street,  
Elippaikudi,  
Eluppaikudi (Po),  
Alanthur (Tk),  
Perambalur – 621713.

## Letter of Offer for Employment

With reference to your application and subsequent to the interview you had with us on 20<sup>th</sup> October 2023 we are pleased to offer you the position as **Trainee Production Supervisor** in our Garment division. You will be reporting to the **Production Executive** until further instructions.

### **You will be paid monthly as follows:**

i)	Basic & DA	: Rs. 10514.00
ii)	H.R.A	: Rs. 5486.00
<b>Gross Salary</b>		<b>: Rs. 16,000.00</b>

As discussed, you are requested to join on or before 14<sup>th</sup> November 2023 failing which the offer stands cancelled.

Your appointment is subject to a probation period of One Year effective from the date of commencement of employment.

You are requested to return an acknowledged copy of this offer as a token of your acceptance specifying your date of joining with us.

With Best Wishes,

enquiry@geegegarment.com  
www.geegegarment.com  
#56, Tiruchengode Road, Pallipalayam,  
Namakkal - 638 006.  
**33A1APM7794H2ZZ**

For GEE GEE GARMENT  
  
General Manager  
(Pradeesh Kumar)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

To: **G. Merly M-BSC FT&CD**  
**8838394082**

Date: **12/03/23**

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of joining will be on **July 23** subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

**Submit Xerox copies of following documents on the day of joining:**

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best...

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORIZED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
APS Towers, #1, Ground Floor, Anna Sathya Nagar, Molachaur Village, Sungoverchattam, Kanchipuram-602106 | Mobile: 8438620296 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



# ARMSTRONG KNITTING MILLS

HOSIERY MANUFACTURERS & EXPORTERS  
GOVERNMENT OF INDIA RECOGNISED & NEAR EXPORT HOUSES



ARM/HRD/23-24

DATE 06/11/2023

REF

## To whomsoever it may Concern

This is to certify that **Ms.MUGITHA CHANDRASEKAR D/O CHANDRASEKAR** has working as **EXECUTIVE SCS** in our Concern from **21.06.2023** to till date. Currently she drawn salary of **Rs 11500** (Rupees Eleven Thousand and Five Hundred rupees only) per month.

Present Address  
61C,Saminathapuram 2<sup>nd</sup> Street  
Anuppapalayam  
Tirupur-641-652

For Armstrong Knitting Mills,



*[Handwritten Signature]*  
Authorized Signatory

61-C, Saminathapuram II Street, Anuppapalayam (Post), TIRUPUR- 641 652, INDIA.  
PH: 0091 - 421 - 3029100, 2257122, 2257222, 2257322, 2257422 FAX: 0091 - 421 - 22257022  
E-mail: [akminda@akm-inda.com](mailto:akminda@akm-inda.com) Web Site: [www.armstrongknittingmills.com](http://www.armstrongknittingmills.com)

APPC REG. No. : 6169, MFG / A - 11-63  
I.E. CODE No. : 0488021166  
TEXTILES COMBIBITS REG. No. : TC / TIF / 00210 / 92  
Ref No. : **AKM/HRD/023023-24** Dt:25-11-23

GST No. : 33AAFFA1226P1ZL  
BANKERS : CANARA BANK  
Overseas Branch Tirupur - 641 601



# GEE GEE GARMENT

Date: 27<sup>th</sup> September 2023

Divya J.  
4/932, Teacher's colony,  
Echampatti,  
Samayapuram,  
Trichy - 620002.

## Letter of Offer for Employment

With reference to your application and subsequent to the interview you had with us on 20<sup>th</sup> October 2023 we are pleased to offer you the position as **Trainee Quality controller** in our Garment division. You will be reporting to the **Quality in charge** until further instructions.

You will be paid monthly as follows:

i)	Basic & DA	: Rs. 10514.00
ii)	H.R.A	: Rs. 5486.00
<b>Gross Salary</b>		<b>: Rs. 16,000.00</b>

As discussed, you are requested to join on or before 14<sup>th</sup> November 2023 failing which the offer stands cancelled.

Your appointment is subject to a probation period of One Year effective from the date of commencement of employment.

You are requested to return an acknowledged copy of this offer as a token of your acceptance specifying your date of joining with us.

With Best Wishes,

- 📧 [enquiry@geegeegarment.com](mailto:enquiry@geegeegarment.com)
- 🌐 [www.geegeegarment.com](http://www.geegeegarment.com)
- 📍 #56, Tiruchengode Road, Pallakayan,  
Namakkal - 638 006.
- 📞 33A1APM7794H2ZZ

For GEE GEE GARMENT

  
General Manager  
(Pradeesh Kumar)





**Adil Textiles**  
Private Limited

*Manufacturers & Exporters of Knitted and Woven Garments*

27<sup>th</sup> December 2023

To  
Ms. RAJI.M  
West 2<sup>nd</sup> Street  
Avudaiyar Koil (PO) (TK)  
PUDUKKOTTAI – 614 618

Dear Ms. RAJI,

**Sub: Offer Letter/Probation Appointment Order**

With reference to the interview you had with us, we are pleased to appoint you as " DATA ENTRY OPERATOR " of our Company from 03.01.2024 on the following terms and conditions.

1. You will be under Probation for the period of 3 months from the date of appointment. If your performance is not found satisfactory during the Probation period, it may further be extended for a period of 6 months.
2. You will be paid a Total Salary of Rs.12,000/- (Twelve thousand only) as per details given below:-

DETAILS	AMOUNT
BASIC	Rs. 4,200/-
F.D.A.	Rs. 1,800 /-
H.R.A.	Rs. 3,000/-
CONVEYANCE ALLOWANCE	Rs. 1,500/-
UTILITY ALLOWANCE	Rs. 1,500 /-
<b>TOTAL</b>	<b>Rs.12,000/-</b>

3. Statutory deductions such as, E.S.I.C. and E.P.F. will be done as per Rules prevailed as on date.
4. The Management has every right to Terminate/Extend your services at any time during the Probation period, if your services are not found satisfactory.

Contd...2

5th November 2023.

**To Rakshana Devi S**  
**Bangalore, India**

Dear Rakshana Devi,

**Sub: Offer Letter for the position of 'Merchandiser'**

Thank you for exploring career opportunities with **Tomo Solutions**. You have successfully completed our selection processes and we are pleased to make you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection processes.

The main terms and conditions of your employment will be as follows:

**1. Job Title**

We are pleased to offer you the position of **Junior Merchandiser** with Tomo Solutions, India, starting tentatively on **6th November 2023**. We are excited about the potential you will bring to the organization.

**2. Remuneration**

- 2.1** You will receive a total compensation package Cost to company fixed component of **INR 1,80,000 (Rupees One lakh Eighty Thousand only)**
- 2.2** Your individual compensation is strictly between yourself and the company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.



TO  
Y.Rubavathi  
81/55, West Street, Pothamettupatty (P.O),  
Manaparai (t.k), Trichy (d.t) – 621306  
Mobile: +91 934 220 3990  
Email: rubavathi280302@gmail.com

Dear Ms. Y.Rubavathi

I am pleased to offer you the position of "JUNIOR DESIGNER" at Design Squad Private Ltd. Salem, Tamil Nadu from November 16, 2023.

For your position, you will be paid a consolidated monthly salary of Rs.15,000/-. Your job is mainly to work under Sr.CAD DESIGNER and to our design director to explore new techniques, new treatment, visualizing the ideas, improving the color and composition.

You will report to General Manager and follow the company policies instructed to you verbally and in writing.

Your working hours will be 07.00 AM – 4.45 PM (9 Hours/day) for 5 days and 1st and 3rd Saturday's working hours will be 07.00 AM – 12.45 PM (5 Hours/day) a month.

You are eligible for all personal holidays and vacation per company regulations.

In order to show the commitment for the undertaking of the above assignment we would require you to accept the following:

You agree that will continue to serve for a minimum of 1 years from the date of this document.

Notice period resignation is 30 days.

You will not remove any work-related material from the office premises. You will not share any information related to work verbally visually or electronically to any individual or company. If found, there will be legal action.

You shall not be employed with any other Person or Company, simultaneously while working in our Company on design related work, if found, there will be a legal action against you.

You shall also not do any activity of Profit or Business related to textile design, while working in our Company.

Any violation of the above will be addressed legally in the courts of Salem, Tamilnadu India.

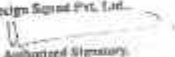
Congratulations and Welcome to Design Squad family.

Looking forward for long and successful business association.

This letter is valid until 23.11.2023. Please confirm your acceptance through e-mail.

Thanks, and Regards

I accept the above terms

Per Design Squad Pvt. Ltd.  
  
Authorized Signatory.

Saravanan D Bojana  
General Manager  
Design Squad P Limited

Y.Rubavathi

design squad private limited  
#1 saikhi krupa building, kottaram nagar  
main road, puttu maranmanai kott post  
ponnampet, salem tn 636 003 India





VENPA  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 18/03/2023

To: M. Subetha  
8190062387

Congratulations! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of joining will be on July 2023 subject to company on-boarding procedures. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining.

- > 5 Passport size photographs, Covid-19 Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORIZED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
APS Towers, #1, Ground Floor, Anna Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-  
602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



Manufacturers & Exporters of Knitted and Woven Garments

**Adil Textiles**  
Private Limited

27<sup>th</sup> December 2023

To  
Ms. SNEHA.R  
1/16-A, Post Office Street  
Govindapuram  
ARIYALUR – 621 713.

Dear Ms. SNEHA,

**Sub: Offer Letter/Probation Appointment Order**

With reference to the interview you had with us, we are pleased to appoint you as " DATA ENTRY OPERATOR " of our Company from 03.01.2024 on the following terms and conditions.

1. You will be under Probation for the period of 3 months from the date of appointment. If your performance is not found satisfactory during the Probation period, it may further be extended for a period of 6 months.
2. You will be paid a Total Salary of Rs.12,000/- (Twelve thousand only) as per details given below:-

DETAILS	AMOUNT
BASIC	Rs. 4,200/-
F.D.A.	Rs. 1,800 /-
H.R.A.	Rs. 3,000/-
CONVEYANCE ALLOWANCE	Rs. 1,500/-
UTILITY ALLOWANCE	Rs. 1,500 /-
<b>TOTAL</b>	<b>Rs.12,000/-</b>

3. Statutory deductions such as, E.S.I.C. and E.P.F. will be done as per Rules prevailed as on date.
4. The Management has every right to Terminate/Extend your services at any time during the Probation period, if your services are not found satisfactory.

Contd...2



TO  
SRINITHIS  
1D South Muthuraja Street,  
Seenivasapuram, puthur,  
Trichy-620017,  
Mobile: +91 936 067 0932  
Email: [srinivignat2002@gmail.com](mailto:srinivignat2002@gmail.com)

Dear Ms. SRINITHIS

I am pleased to offer you the position of "JUNIOR DESIGNER" at Design Squad Private Ltd, Salem, Tamil Nadu from November 16, 2025.

For your position, you will be paid a consolidated monthly salary of Rs.15,000/-. Your job is mainly to work under Jr.CAD DESIGNER and to our design director to explore new techniques, new treatment, visualizing the ideas, improving the color and composition.

You will report to General Manager and follow the company policies instructed to you verbally and in writing.

Your working hours will be 07.00 AM - 4.45 PM (9 Hours/day) for 5 days and 1st and 3rd Saturday's working hours will be 07.00 AM - 12.45 PM (5 Hours/day) a month.

You are eligible for all personal holidays and vacation per company regulations.

In order to show the commitment for the undertaking of the above assignment we would require you to accept the following:

You agree that you will continue to serve for a minimum of 1 year from the date of this document.

Notice period / resignation is 30 days.

You will not remove any work related material from the office premises. You will not share any information related to work verbally, orally or electronically to any individual or company, if found, there will be legal action.

You shall not be employed with any other Person or Company, simultaneously while working in our Company on design related work, if found, there will be a legal action against you.

You shall also not do any activity of Profit or Business related to textile design, while working in our Company.

Any violation of the above will be addressed legally in the courts of Salem, Tamilnadu India.

Congratulations and Welcome to Design Squad family.

Looking forward for long and successful business association.

This letter is valid until 23.11.2025. Please confirm your acceptance through e-mail.

Thanks, and Regards

I accept the above terms.

For Design Squad Pvt. Ltd.  
Authorized Signatory

Saravanan B.Bogana  
General Manager  
Design Squad P Limited

SRINITHIS

design squad private limited  
#1 sakthi krupa building, kumaresan nagar  
main road, puthu marlamman kotti post  
jorrasampet, salem tn 636 003 india





**VENPA**  
STAFFING SERVICES

OFFER LETTER

To: **D. VINCIA CATHERINE**  
**9345813640**

Date: **13/03/2023**

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below.

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July 2023 subject to company on-boarding procedures. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification.

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best.

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED.

AUTHORISED SIGNATORY  
HUMAN RESOURCE

# LITM UNIVERSAL TEXTILE MILLS

GOVERNMENT RECOGNISED STAR EXPORT HOUSE

Date: 04.12.2023

Ms. R. Yogeshwari,  
64, Koddikkal Street,  
Hluppuzh,  
Pudukkottai-622102.  
Mobile: 9345045560

Dear Ms. Yogeshwari,

Sub: Offer of Appointment for the post of Junior Technical Designer.

We are pleased to offer you an appointment in our Company w.e.f. 14th December 2023 with following terms and conditions:

1. Designation: Junior Technical Designer
2. Remuneration:

Your remuneration will be as per the below breakup:

#### CTC Breakup (With PF)

	Particulars	Amount (Monthly)	Amount (Annually)
1	Basic Salary	9,000	1,08,000
2	House Rent Allowance	4,500	54,000
3	Conveyance Allowance	4,500	54,000
4	Special allowance		
<b>Monthly Gross</b>		<b>18,000</b>	<b>2,16,000</b>
5	Medical reimbursement (Quarterly)		
6	Provident Fund (Employer Contribution)	1,800	21,600
<b>Annual Gross</b>			
7	Bonus	1,500	18,000
<b>Cost to Company</b>		<b>21,300</b>	<b>2,55,600</b>
<b>Other Benefits</b>			

Cont'd. 2.



Staff Reg.No	: CN238886472556
Emergency Code	: 2777
Date Of Joining	: 26-JUL-2023
Date Of Birth	: 18-NOV-2001
Blood Group	: O+
Contact 1	: 9943092455
Contact 2	:

*If found please return to:*  
**KMC SPECIALITY HOSPITAL  
 (INDIA) LTD**  
 No. 4, Royal Road,  
 Gundlupet, Tiruchirappalli 620001  
 0431 2077773  
 info@kauveryhospital.com







NG HOSPITAL

RESEARCH CENTRE

MULTI SPECIALITY CENTRE

TEMPORARY ID CARD

Name: Eva Kozupavathy

Emp. No.: 2912

Department: MRD

D.O.J.: 03/05/23

B. D. Math

Authorised Signatory



REF: NO: DAIVF/2023/05  
Date : 31/05/2023

**OFFER LETTER**

Dear Ms. Haritha Babu,

With reference to your application and the subsequent interviews/discussions that you had with us, we are pleased to offer you employment in our organization as **Junior Admin** based at our Dr. Aravind's IVF Tiruppur. However, the position may be transferable to any other location / office / site of the company or Subsidiary / Associate Companies of Dr. Aravind's IVF group.

Your gross emoluments will be **Rs 13000**(Rupees thirteen thousand only) Per Month, If TDS 10% of deduction. You will be eligible for immediate Company accommodation and for Performance Linked Incentive, after your probation period of 6 months and based on the Company Performance and Individual Performance, to be declared solely at discretion of the Company.

The other terms and conditions of your employment will be communicated to you after joining.

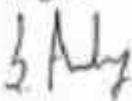
Please hand over the following documents to the concerned department immediately -

- Original Copies of certificates relating to your academic qualifications
- Relieving letter from your previous employer and Copy of the salary certificate/last pay slip
- Proof of date of birth and 2 passport size photographs
- Copy of PAN Card and AADHAR card

We would like you to communicate your date of joining to us and sign the acceptance of this offer letter and handover it to us at the earliest. Kindly note that the validity of this offer letter is 7 working days from this letter dated.

With Best Wishes,

Regards



HR Department



Email: [info@draravindsivf.com](mailto:info@draravindsivf.com)  
Web : [www.draravindsivf.com](http://www.draravindsivf.com)

CHENNAI : SHOLINGANALLUR | URAPAKKAN | MADIPAKKAM | KANDIYUR | TRIJALUR  
KOYI : COBBERSTORE | GANAPATHY & SUNDARAPURAM | TIRUPUR | BRODE | SALEM | HOSUR | TIRCHI | THIRUKKUR  
KERALA : PILAKKAD | CALICUT  
KARNATAKA : BANGALORE

Scanned with Scanner



REF. NO: DAIVF/2023/05  
Date : 31-05-2023

**OFFER LETTER**

Dear Ms. Indhumathi,

With reference to your application and the subsequent interviews/discussions that you had with us, we are pleased to offer you employment in our organization as **Junior Admin** based at our Dr. Aravind's ivf Trappur. However, the position may be transferable to any other location / office / site of the company or Subsidiary / Associate Companies of Dr. Aravind's IVF group.

Your gross emoluments will be **Rs 13000** (Rupees thirteen thousand only) Per Month. If TDS 10% of deduction. You will be eligible for immediate Company accommodation and for Performance Linked Incentive, after your probation period of 6 months and based on the Company Performance and Individual Performance, to be declared solely at discretion of the Company.

The other terms and conditions of your employment will be communicated to you after joining.

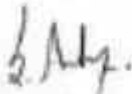
Please hand over the following documents to the concerned department immediately -

- Original Copies of certificates relating to your academic qualifications
- Relieving letter from your previous employer and Copy of the salary certificate last pay slip
- Proof of date of birth and 2 passport size photographs
- Copy of PAN Card and AADHAR card

We would like you to communicate your date of joining to us and sign the acceptance of this offer letter and handover it to us at the earliest. Kindly note that the validity of this offer letter is 7 working days from this letter dated.

With Best Wishes,

Regards



HR Department



Email : [info@draravindslvf.com](mailto:info@draravindslvf.com)

Web : [www.draravindslvf.com](http://www.draravindslvf.com)

CHENNAI : SHOLINGANALLUR | URAPAKAM | MADIPAKAM | KANDIYURMI | TRAVELUR  
KONN : COIMBATORE (GALVATHY & SUNDARAPURAM) | TRIPUR | ERODE | SALEM | HOOR | TIRCHI | THRISSUR  
KERALA : PALAKKAD | DUDUJ  
KARNATAKA : BANGALORE

**Recruitment and Selection confirmation letter**

Dear Ms. Mathumitha K

Date: 22/09/2023

With reference to your application and subsequent interviews, we are pleased to offer you the position of **Junior Executive in Materials & Purchase department** & your monthly Gross is **Rs.11,700/- (Rupees Eleven Thousand Seven Hundred Only)**.

**You are required to furnish copies and originals (for verification) of the following documents on the date of joining:**

1. Qualification (X, XII, Graduation, Post Graduation, Professional etc.,)
2. Date of Birth (Birth Certificate, School leaving certificate or 10th Std. mark sheet)
3. Experience (Any document pertaining to previous employments eg. Service Certificate)
4. Last compensation package (Form 16, salary slip or annual pay revision letter)
5. Relieving letter from your previous employer & Address proof document (ration card, voter ID, etc)
6. LAB Report-(Blood Group, Sugar, HG) & Five passport size photographs (colour) of yours

**Please bring the following copies and originals (for verification) of the following documents for opening your bank account:**

- 1 Address proof document (Ration Card, Voter ID, Passport, Driving License, etc) - 2 Copies
- 2 ID proof (Voters ID, Driving License, PAN card, Aadhar Card, Passport etc.) - 2 Copies
- 3 Five passport size photographs (colour) of yours

**This selection confirmation is made subject to:**

1. Verification of your academic credentials.
2. Verification of your previous employment credentials.
3. Verification of your previous employment references.

You will receive a statement of terms and conditions of your employment on the date of joining.

This selection confirmation is valid subject to your joining us latest by **26/09/2023**.

Please sign the copy of this letter which is attached, as your acceptance and return it to us.

We are excited about you joining us and want to ensure that you are successful in your new role.

**For Kauvery Hospitals Group**

*D. Anand*

**Central Recruitment Team - Human Resources**

**Applicant Signature with Date**



Regd. Office :

KMC Speciality Hospitals (India) Ltd.,

CIN - LB5110TN1982PLC009781

B, Royal Road, Cantonment, Trichy - 620 001.

P.0431 - 4077777, F.0431 - 2415402

E info@kauveryhospital.com | W www.kauveryhospital.com

# Dr. ARAVIND's IVF

FERTILITY & PREGNANCY CENTRE

No399/1, Gandhi Road,  
Avinasi Main Road,  
Anuppapalayam, Tiruppur.  
☎ 90 2012 2012

REF: NO: DAIVF/2023/05  
Date: 31/05/2023

## OFFER LETTER

Dear Ms. Kavitha,

With reference to your application and the subsequent interviews/discussions that you had with us, we are pleased to offer you employment in our organization as **Junior Admin** based at our Dr. Aravind's ivf Tiruppur. However, the position may be transferable to any other location / office / site of the company or Subsidiary / Associate Companies of Dr. Aravind's IVF group.

Your gross emoluments will be **Rs 13000**(Rupees thirteen thousand only ) Per Month. If TDS 10% of deduction. You will be eligible for immediate Company accommodation and for Performance Linked Incentive, after your probation period of 6 months and based on the Company Performance and Individual Performance, to be declared solely at discretion of the Company.

The other terms and conditions of your employment will be communicated to you after joining.

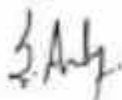
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- Original Copies of certificates relating to your academic qualifications
- Relieving letter from your previous employer and Copy of the salary certificate/last pay slip
- Proof of date of birth and 2 passport size photographs
- Copy of PAN Card and AADHAR card

We would like you to communicate your date of joining to us and sign the acceptance of this offer letter and handover it to us at the earliest. Kindly note that the validity of this offer letter is 7 working days from this letter dated.

With Best Wishes,

Regards



HR Department



Email: [info@draravindsivf.com](mailto:info@draravindsivf.com)  
Web: [www.draravindsivf.com](http://www.draravindsivf.com)

CHENNAI : SHOLINGANALLUR | URAPAKKAM | MADIPAKKAM | KANCHIPURAM | TIRUVALLUR  
RODIN : COMBATORE (GANAPATHY & SUNDARAPURAM) | TIRUPUR | ERODE | SALEM | HOSUR | TIRUCHY | THANJAVUR  
KERALA : PALAKKAD | CALICUT



REF: NO: DAIVF/2023/05  
Date : 31/05/2023

**OFFER LETTER**

Dear Ms, Nithya,

With reference to your application and the subsequent interviews/discussions that you had with us, we are pleased to offer you employment in our organization as **Junior Admin** based at our Dr. Aravind's ivf Tiruppur. However, the position may be transferable to any other location / office / site of the company or Subsidiary / Associate Companies of Dr. Aravind's IVF group.

Your gross emoluments will be **Rs 13000 (Rupees thirteen thousand only)** Per Month, 10% of deduction. You will be eligible for immediate Company accommodation and for Performance Linked Incentive, after your probation period of 6 months and based on the Company Performance and Individual Performance, to be declared solely at discretion of the Company.

The other terms and conditions of your employment will be communicated to you after joining.

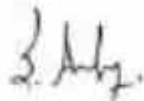
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- Copy of PAN Card and AADHAR card

We would like you to communicate your date of joining to us and sign the acceptance of this offer letter and handover it to us at the earliest. Kindly note that the validity of this offer letter is 7 working days from this letter dated.

With Best Wishes,

Regards



HR Department



Email : [info@draravindsivf.com](mailto:info@draravindsivf.com)  
Web : [www.draravindsivf.com](http://www.draravindsivf.com)

CHENNAI : SHOLINGAVALLUR | URAPAKKAM | PRADIPAKKAM | KANCHIPURAM | TRIVALLUR  
ROSI : COBBATOR (GANANTHY & SUBBARAJAPAM) | TIRUPUR | ERODE | SELER | HOSUR | TIRUCHI | THANJAVUR  
KERALA : PALAKKAD | CALICUT  
KARNATAKA : BANGALORE

# Dr. ARAVIND's IVF

FERTILITY & PREGNANCY CENTRE

No.292/1, Gandhi Road,  
Avinasi Main Road,  
Anupparalayam, Tiruppur.  
☎ 90 2012 2012

REF: NO: DAIVF/2023/05  
Date : 31/05/2023

## OFFER LETTER

Dear Ms, **Salma Hussain,**

With reference to your application and the subsequent interviews/discussions that you had with us, we are pleased to offer you employment in our organization as **Junior Admin** based at our Dr. Aravind's ivf Tiruppur. However, the position may be transferable to any other location / office / site of the company or Subsidiary / Associate Companies of Dr. Aravind's IVF group.

Your gross emoluments will be **Rs 13000**(Rupees thirteen thousand only ) Per Month. If TDS 10% of deduction. You will be eligible for immediate Company accommodation and for Performance Linked Incentive, after your probation period of 6 months and based on the Company Performance and Individual Performance, to be declared solely at discretion of the Company.

The other terms and conditions of your employment will be communicated to you after joining.

Please hand over the following documents to the concerned department immediately -

- Original Copies of certificates relating to your academic qualifications
- Relieving letter from your previous employer and Copy of the salary certificate/last pay slip
- Proof of date of birth and 2 passport size photographs
- Copy of PAN Card and AADHAR card

We would like you to communicate your date of joining to us and sign the acceptance of this offer letter and handover it to us at the earliest. Kindly note that the validity of this offer letter is 7 working days from this letter dated.

With Best Wishes,

Regards

HR Department



Email : [Info@draravindsivf.com](mailto:Info@draravindsivf.com)  
Web : [www.draravindsivf.com](http://www.draravindsivf.com)

CHENNAI : SHOLINGALLUR | UMRANJAN | MIDRAKKAN | KANCHORURM | TRIVALLUR  
KODAI : COIMBATORE (SANKRITHI & SUNDARAPURAM) | TRIPUR | ERODE | SALEM | HOSUR | TRICHY | THIRUVARUR  
KERALA : PALAKKAD | CALICUT  
KARNATAKA : BANGLORE

M.Muthusamy,B.E.,  
Secretary



Phone : 2704855  
Seethalakshmi Ramaswami College  
Autonomous & Accredited with A+ by NAAC  
P.B.No.349, Tiruchirappalli-620 002

01.08.2023

### APPOINTMENT ORDER

Ms.K.VASUDHARINEE is appointed as Lecturer in the Department of Hospital Administration of Seethalakshmi Ramaswami College under Management Salary with effect from 01-08-2023 on a consolidated salary of Rs.16000/- (Rupees Sixteen Thousand only) per month.

During the course of her service, she shall be governed by the Service Rules for Management Payroll Employees.

SECRETARY

Handwritten initials and date: 20/8/23



Dear Marthi Kiruban,  
Greetings from MMC Infotech!  
Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 14,000 (Per Month)

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



VENPA  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.03.2023

To: E. SHALINI (M.Sc Maths)  
9751178834

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY

HUMAN RESOURCE

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Dear Indhumuki. B,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 14,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

**OFFER LETTER**

Date: 13.03.2023.

To, S. JOSEPHINE CLARA (M.Sc Maths)  
:- 8270699454

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023, subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

**Submit Xerox copies of following documents on the day of Joining:**

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Dear Kesava Priya,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd  
Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028  
Opp : Alphonse Ground  
Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards  
Talent Acquisition Team  
Mobile 9840264662  
E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



OFFER LETTER

Date: 13/3/23

To, NANCY . P (MSC Maths)

6383983860

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13.08.2023

To, P. SOWMIYA (M-SC)  
8754721535

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



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STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, P. NARMATHA (M.Sc Maths)  
93424028120

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on 15 July 2023, subject to company on-boarding procedure. If any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

Dear Pravitha D,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



Dear Swetha M,  
Greetings from MMC Infotech!  
Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee Executive and your stipend would be 13,000 (Per Month)

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Ashifa Metho A

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216



# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Giri Shanthinirajam S

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216





# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Madhu Rusha R

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216



# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Mehar Shaganaz R

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216





# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Ramya R

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

A handwritten signature in blue ink, "T. Elavarasi", is written over a circular blue stamp. The stamp contains the text "ALASS Infotech Solution" around the perimeter and a small star in the center.

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216





# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Sagundhala Devi M

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216



# ALASS Infotech Solution

(Nothing is impossible)

## Letter of Intent

Dear Ms. Sountharya E

Date: 15.02.2023

ALASS Infotech Solution is pleased to offer you the position of Customer Service Representative. This letter is reference to the meeting we had, as you have been selected in our organization to work.

As we discussed, your starting date will be June 2023. Your Annual CTC would be Rs.1, 50, 000/-

We would require you to furnish your original and photocopy documents as mentioned below for our review.

- Aadhar card
- Passport size photo
- Bank account proof
- Education certificate
- PAN card

Once we have review your documents we would be glad to provide you with a letter of employment and confirmation of your employment with us.

Please provide us with your documents within end of June month of 2023. Failure to do so would result in the nullification of this offer letter of joining.

Please sign your acceptance to indicate that you have accepted our terms and conditions in this offer from us. We have found you to be the most suitable for the post and look forward to working with you.

In the meantime, please feel free to contact me with any questions. We're excited to welcome you to the team!

For Alass Infotech Solution

Authorised Signatory

Signature

Contact Person : T. ELAVARASI

Designation : Manager

6/1704 A 3<sup>rd</sup> Floor Srinivasa Tower, Ragavendra nagar road, No 1 Tollgate, Trichy-621216



# Aranya

## Health Care

### Appointment Letter

From:

K.Marimuthu,  
Managing director,  
Aranya health care.

To:

Abinaya,  
No.7/284 west street,  
Koviladi.

Date:27.03.23

Sub: Appointment Letter

Dear Ms. Abinaya,

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,



K. Marimuthu  
Managing Director  
Aaranya Health Care







# Aranya Health Care

## Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To:

Adaikala Ashika,  
No.18/b.Malligaipuram,  
Trichy.

Date:27.03.23

Sub: Appointment Letter

Dear Ms.Adaikala Ashika,

We are pleased to offer you the position of Intern with Aranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

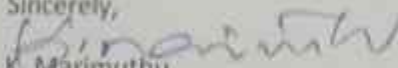
Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

  
K. Marimuthu

Managing Director  
Aranya Health Care





# Aranya

## Health Care

### Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To:

Ms. D. DIVYA

TRICHY

Date: 27.03.23

Sub: Appointment Letter

Dear Ms D. DIVYA

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

K. Marimuthu  
Managing Director  
Aranya Health Care





# Aranya

## Health Care

### Appointment Letter

From:

K.Mahamuthu,  
Managing director,  
Aranya health care

To:

S. Kavya Priya  
Sri K. T. V. K. Road  
Ternur post  
Trichy-67

Date: 27-03-23

Sub: Appointment Letter

Dear Ms. KAVYA PRIYA S,

We are pleased to offer you the position of Intern with Aranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-4-2023.

We look forward to welcoming you to our team at Aranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

  
K. Mahamuthu

Managing Director  
Aranya Health Care







# Aranya

## Health Care

### Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To:

Manickavalli,  
No.1/9A Vengittan street,  
Manappari.

Date: 27.03.23

Sub: Appointment Letter

Dear Ms. Manickavalli,

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

K. Marimuthu  
Managing Director  
Aaranya Health Care





# Aranya

## Health Care

### Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To:

Handlini,  
No. 9/160, Idumbavanam,  
Thiruthurai poondil (K)  
Thiruvavur (D.T).

Date: 27.03.23

Sub: Appointment Letter

Dear Ms. V. Handlini

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

  
K. Marimuthu

Managing Director  
Aranya Health Care



No. 1177/A, Ground Floor, Sri Sanmuga, Kalnankarai, Mathur, Pudukkottai - Trichy main Road, Kulathur taluk, Pudukkottai District- 622 515 Cell no; 83441 21486, 82203 07404, Email; aranyaaherbals@gmail.com



# Aranya

## Health Care

### Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To: R. SUBASRI

B-1 BEE LANE BLOCK-12  
NEYVELI - 607803

Date: 27.03.23

Sub: Appointment Letter

Dear Ms R. SUBASRI

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling.
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

K. Marimuthu  
Managing Director  
Aranya Health Care







# Aranya

## Health Care

### Appointment Letter

From:

K.Marimuthu,  
Managing director,  
Aranya health care.

To:

Ramya,  
No.415A,3rd floor,  
Trichy.

Date:27.03.23

Sub: Appointment Letter

Dear Ms. Ramya,

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

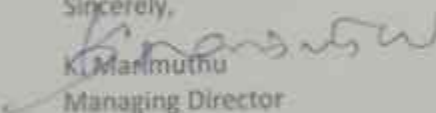
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You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

  
K. Marimuthu  
Managing Director  
Aranya Health Care





# Aranya

## Health Care

### Appointment Letter

From:

K. Marimuthu,  
Managing director,  
Aranya health care.

To:

Soni Nisha,  
No.62A, Mettukuppam,  
Varatharajanpet..

Date: 27.03.23

Sub: Appointment Letter

Dear Ms. Soni Nisha,

We are pleased to offer you the position of Intern with Aaranya Health Care, to begin on 27-03-2023. You will be employed with us for a period of three months, during which you will be expected to complete the following duties and responsibilities:

1. Tele calling
2. Marketing
3. Digital Advertising

Your salary for this position will be INR 6,000 per month. The position will be reviewed at the end of your internship, and the decision to make your employment permanent will depend on your performance during the internship period.

You will be reporting to our Manager during your internship. He will be responsible for providing you with any training or assistance that you may require during the course of your internship.

Please confirm your acceptance of this offer by signing and returning a copy of this letter no later than 15-6-2023.

We look forward to welcoming you to our team at Aaranya Health Care, and hope that your internship with us will be a valuable learning experience.

Sincerely,

K. Marimuthu  
Managing Director  
Aaranya Health Care



**STRICTLY PRIVATE AND CONFIDENTIAL**

HRMD/OFF-LTR/122230927/2023-24

26.05.2023

**SELECTION CUM OFFER LETTER**

**To**  
**Ms.Deepthi Radhai,**  
**No 16, Thilagar street,**  
**Ammayar nagar, Keezhakasakudi,**  
**Karaikal-609609.**  
**Mob No: 6374813536**

**Dear Deepthi Radhai,**

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you a position in **Relationship Manager II (Sales and Operations)** cadre of our bank. You will be posted as **Probationary Relationship Manager II** for a period of **Eighteen months**, subject to the terms and conditions set out in this letter and the **annexure** thereto apart from usual Bank's Service Rules and conditions now prevailing and in vogue from time to time.

During the probationary period of eighteen months, your Gross annual total Cost-To-Company (CTC) at maximum variable payout will be **Rs. 4,60,200/-** per year. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this offer letter. During the probationary period, necessary training will be imparted to you at our Branches / Departments of our Bank.

Your employment will be governed by the rules, regulations and policies of the bank. The terms of this offer letter shall remain confidential and shall not be disclosed to any third party.

You shall be issued the posting order specifying the place of initial posting, based on accepting the offer letter.

We take this opportunity to **welcome** you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,

**R. Subbaraman**  
**Deputy General Manager**  
**HRMD**

Encl.: Annexure to the selection cum offer letter (as applicable to you).



**Administrative Office: City Union Bank, HRMD Department, No.24-B Gandhi Nagar,**  
**Kumbakonam - 612 001, Tamil Nadu, India.**  
**Tel: +91 (0435) 2402322, +91 93817 37719**

**Website: www.cityunionbank.com: Email: placement@cityunionbank.in**



**STRICTLY PRIVATE AND CONFIDENTIAL**

HRMD/OFF-LTR/122230926/2023-24

26.05.2023

**SELECTION CUM OFFER LETTER**

**To**  
**Ms.Sindhu K,**  
**No 327, Middle Street, Elangadu,**  
**Budhalur,**  
**Thanjavur-613104.**  
**Mob No: 7358979902**

**Dear Sindhu K,**

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you a position in **Relationship Manager II (Sales and Operations)** cadre of our bank. You will be posted as **Probationary Relationship Manager II** for a period of **Eighteen months**, subject to the terms and conditions set out in this letter and the **annexure** thereto apart from usual Bank's Service Rules and conditions now prevailing and in vogue from time to time.

During the probationary period of eighteen months, your Gross annual total Cost-To-Company (CTC) at maximum variable payout will be **Rs. 4,60,200/-** per year. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this offer letter. During the probationary period, necessary training will be imparted to you at our Branches / Departments of our Bank.

Your employment will be governed by the rules, regulations and policies of the bank. The terms of this offer letter shall remain confidential and shall not be disclosed to any third party.

You shall be issued the posting order specifying the place of initial posting, based on accepting the offer letter.

We take this opportunity to **welcome** you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,

**R. Subbaraman**  
**Deputy General Manager**  
**HRMD**

Encl.: Annexure to the selection cum offer letter (as applicable to you).



**Administrative Office: City Union Bank, HRMD Department, No.24-B Gandhi Nagar,**  
**Kumbakonam - 612 001, Tamil Nadu, India.**  
**Tel: +91 (0435) 2402322, +91 93817 37719**

**Website: [www.cityunionbank.com](http://www.cityunionbank.com); Email: [placement@cityunionbank.in](mailto:placement@cityunionbank.in)**

HR/TA/137687302

09/02/2023

Ranjani,  
354x, 10th cross., Vasan nagar, vayalor road, Trichy, Tamil Nadu, 620102

Ms. Ranjani,

**Provisional Offer Letter**

In reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance. After the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

Annual Salary would be Rs. 300000.0

Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents as per the Annexure 1, at the time of joining. Please note that you are required to join the Bank as per the date, agreed in our discussion,



TA/137691302

19/02/2023

Sakthi Devi S,

Saveriyar Kovil Street, New Burma colony, Valavanthankottai., Trichy, Tamil Nadu, 620015

Ms. Sakthi Devi S,

### Provisional Offer Letter

In reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

Details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance. After the successful completion of training will be followed by six months' probation. Your service in the Bank will be continued subject to your performance being satisfactory during the probationary period.

Remuneration will be as follows:

Annual Salary would be Rs. 300000.0

Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Grade/Grade.

Allowments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, which is applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that is prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NDCs / receipt of Experience and Conduct certificate from present/previous employers and receiving satisfactory references.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to produce the documents as per the Annexure 1, at the time of joining. Please note that you are required to join the Bank as per the date, agreed in our discussion.





**Integrated**  
Since 1974

Investments Simplified

HR/Offer Letter/16/2023

31<sup>st</sup> January 2023

Offer Letter

To

Ms. Ananthi A, MBA

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Ananthi A,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,

T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G

AGM – HR Services

31<sup>st</sup> January 2023

To

Offer Letter**Ms. Subasri M, MBA(Finance)**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Subasri M,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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T. Nagar, Chennai - 600017

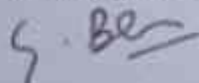
Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

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We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited



Balaji G

AGM – HR Services



**Integrated**<sup>®</sup>

since 1974

Investments Simplified

HR/Offer Letter/8/2023

31<sup>st</sup> January 2023

Offer Letter

To

**Ms. Priyanka R, MBA**

Shrimati Indira Gandhi College

No:369, College Road, Near Chatram, Theppakulam, Tiruchirappalli-620002.

Dear Priyanka R,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of **INR 12000/-** per month gross (**Rupees Twelve Thousand Only**) @ **Chennai / Tamil Nadu** branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U6519931N1987PTCO14964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

☎ +91 44 2814 0815    🌐 www.integratedindia.in





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since 1974

Investments Simplified

HR/Offer Letter/46/2023

31<sup>st</sup> January 2023

Offer Letter

To

Ms.Yazhini S, MBA(HR)  
Shrimati Indira Gandhi College  
No:369,College Road, Near Chatram, Theppakulam,Tiruchirappalli-620002.

Dear Yazhini S,

With reference to our campus placement interview dated 27<sup>th</sup> January 2023, we are glad to offer you a position as "Trainee – Relationship Manager" for a salary of INR 12000/- per month gross (Rupees Twelve Thousand Only) @ Chennai / Tamil Nadu branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

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**INTEGRATED ENTERPRISES (INDIA) PVT LTD**

4th Floor, Kences Towers, No.1 Ramakrishna Street, North Usman Road,  
T. Nagar, Chennai - 600017

Contact Person: Mr. Santhanakrishnan A, HR Manager (9962193924)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Medclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G  
AGM – HR Services

**INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED**

CIN: U65993TN1987PTC014964

5A, 5th Floor, Kences Towers, No. 1, Ramakrishna Street, North Usman Road, T. Nagar, Chennai - 600 017

+91 44 2814 0815    www.integratedindia.in



Ref Code: OPAR47290

27-Mar-2023

Ms. Bhuvaneshwari Chandrasekaran

108f, Kulumikarai street, Nagavaram kulithalai taluka, Nangavaram, Karur

**Letter of Appointment**

Dear Bhuvaneshwari,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive, 1D Senior Executive based at Chengalpattu Branch South Chennai.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
6. During probation, the period of notice required for cessation of employment is 30 days on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons there to. In case of confirmed employee, either party may terminate the employment by giving a notice of one month. Any leave taken during the notice period will result in its extension by the number of days of absence.
7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Chengalpattu-Branch] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

**paise ki kadar**

**Registered Office:**

**Jana Small Finance Bank Ltd.**

The Fairway Business Park, # 10/1, 11/2 & 12/2B, Off

Domlur, Koramangla Inner Ring Road, Next to Embassy Golf

T+91 80 4602 0100

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Ref Code: OPAR47405

30-Mar-2023

Ms.Iswariya Karthikeyan

123,North street,Nannilamthaluka,Thiruvanjiyum,Srivanjiyam,Thiruvarur

**Letter of Appointment**

Dear Iswariya,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive,1DSenior Executive based at Madurai-BranchMadurai.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
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7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Madurai-Branch] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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Ref Code: OPAR47288

27-Mar-2023

Ms.Kowsalya Rajendran

2/177-1,West street,Pazhiyur,Theerampalayam,Trichy

### **Letter of Appointment**

Dear Kowsalya,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive,1DSenior Executive based at Salem-BranchSalem.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
6. During probation, the period of notice required for cessation of employment is 30 days on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons there to. In case of confirmed employee, either party may terminate the employment by giving a notice of one month. Any leave taken during the notice period will result it in its extension by the number of days of absence.
7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Salem-Branch] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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---

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Ref Code: OPAR47287

27-Mar-2023

Ms.Nachar Saravanan

410,Thirumurgan nagar,Pettavathalai,Srirangam,Trichy

**Letter of Appointment**

Dear Nachar,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive,1DSenior Executive based at TrichyTrichy.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
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7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Trichy] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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Ref Code: OPAR47289

27-Mar-2023

Ms.Naveena R

60, South street, Palaiyakudi, Kilimanagalam, Ariyalur

**Letter of Appointment**

Dear Naveena,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive, 1D Senior Executive based at Tiruverumbur Trichy.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
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7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Tiruverumbur] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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Ref Code: OPAR47404

30-Mar-2023

Ms.Saranya Vaithiyalingam

2/87,Melatheru,Kuttapattu,Navalurkottapattu,Trichy

**Letter of Appointment**

Dear Saranya,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive, 1DSenior Executive based at KK Nagar Trichy.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
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7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [KK Nagar] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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Ref Code: OPAR47387  
29-Mar-2023  
Ms.Swetha Sivakumar  
273,Mariyamman kovil street,Anakudi,Thanjavur

### **Letter of Appointment**

Dear Swetha,

This is with reference to the discussion you had with us. The Management is pleased to appoint you in the role of Business Development Executive, 1DSenior Executive based at ThanjavurTrichy.

Your date of joining will be on or before 01-Jun-2023. You are requested to join on or before the aforementioned joining date. Your employment will be governed by the terms and conditions of this Appointment Letter and [HR Manual] as amended from time to time.

1. You will be paid to a Total Fixed Pay of Rs. 3,00,000/- per annum (Three Lac) as set out in Annexure I & II.
2. You will also be eligible for a Variable Pay as per prevailing guidelines mentioned in the Remuneration Policy.
3. In case you are eligible for any additional emoluments, please refer the enclosed Annexures.
4. You shall perform with diligence such duties as the post you hold calls for and such other duties that may be assigned to you by the management depending upon the exigency of work.
5. You will be under probation for a period of 90 days from the date of joining. Based on your performance, your services will be deemed confirmed after completion of probation period unless the probation period is extended by the Company. Please note that it is also mandatory to complete onboarding Induction (OBI), Functional Induction, IT Security & Compliance training during the probation period, which will be an important factor while confirming your services with the Bank.
6. During probation, the period of notice required for cessation of employment is 30 days on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons there to. In case of confirmed employee, either party may terminate the employment by giving a notice of one month. Any leave taken during the notice period will result it in its extension by the number of days of absence.
7. If an employee fails to serve notice period or clear any dues, the Company has the right to withhold any payment due to the employee in full and final settlement.
8. Presently the place of your work will be [Thanjavur] however during the course of your service, you may be transferred or posted to any location of Jana Small Finance Bank Limited.
9. During your employment with the Company you will devote your whole time, attention and devotion and skill to the best of your ability. You shall not, directly or indirectly, engage or associate yourself with, be connected with,

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**Shriram**  
**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : U65992TN1990PTC143337

### OFFER LETTER

Ms. Swetha J

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMEEH  
GENERAL MANAGER.

---

Registered Office : 123, Angappa Naicken Street, Chennai 600 001  
Admin Office : Greams Dugar, 149, Greams Road, Chennai - 600 006. Ph : 044 - 42236000





**Shriram**  
**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : UB5992TN1690PTC143337

OFFER LETTER

Ms. Kuralavasi P

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH.

GENERAL MANAGER.



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Chits (India) Private Limited

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CIN : U65992TN1990PTC143337

**OFFER LETTER**

Ms. Priyadharshini P.

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

.....


We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.

---

Registered Office : 123, Angappa Naicken Street, Chennai 600 001  
Admin Office : Greams Dugar, 149, Greams Road, Chennai - 600 006. Ph : 044 - 42236000



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**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH PROSPERITY

CIN : U65992TN1990PTC143337

### OFFER LETTER

Ms. Sandhya M.

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

.....


We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of Joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

  
N. RAMESH  
GENERAL MANAGER.





**Shriram**  
**Chits (India) Private Limited**

EMPOWERING PEOPLE THROUGH FRUGALITY

CIN : U65882TN1990PTC143337

### OFFER LETTER

Ms. Sundara. K.

Ref: Your Application for the post of "JUNIOR ASSISTANT" and subsequent interview had with us.

\*\*\*\*\*

We are pleased to inform you that you have been selected for the post of "JUNIOR ASSISTANT" in our organization. Your place of posting is at OUR SHRIRAM CHITS, \_\_\_\_\_ BRANCH \_\_\_\_\_.

You are requested to join duty immediately.

Your Salary Start Date would be the date of joining.

A formal Appointment Letter will be issued with salary breakup and terms of service after your joining.

We warmly welcome you to our "SHRIRAM CHITS INDIA PRIVATE LIMITED".

N. RAMESH  
GENERAL MANAGER.

---

Registered Office : 123, Angappa Naicken Street, Chennai 600 001

Admin Office : Greame Dugar, 149, Greame Road, Chennai - 600 006. Ph : 044 - 42236000



Date: 25-11-2022

To

Name: ANUSHA-S Degree: MBA(Finance)

College Name: Shrimati Indira Gandhi college

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Human Resource" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head





Date: 25.11.2022

To

Name: KAVEYA C Degree: HBA (Finance)

College Name: Srimati Jodira Gandhi college

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Human Resource" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

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**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head







Date: 25.11.2022

To

Name: SOMASANKARI.D Degree: MBA (Marketing)

College Name: Shrimati Indira Gandhi College

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Digital Marketing" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

  
HR Head  




Date: 25-11-2022

To

Name: KUSHBU JAIN - R Degree: MBA(HR)

College Name: Shrimati Indira Gandhi College

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Human Resource" domain at "Techvolt Software Pvt.Ltd", starting from Jan-2023 for a period of 6 Months in our Company in Coimbatore.

Internship Description

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head







Date: 25-11-2022

To

Name: TAMILARASI .B Degree: MBA (HR)

College Name: Shrimati Indira Gandhi college

Letter of Offer

Further to the interviews you had with us, we are pleased to welcome you as a Trainee on "Human Resource" domain at "Techvolt Software Pvt.Ltd", starting from Jan 2023 for a period of 6 Months in our Company in Coimbatore.

**Internship Description**

- Undergoing on rigorous technical training based on the allocated work.
- Working on Project during the internship period.

This has to be understood very clearly that you are joining the company for the Internship as a "Trainee". Based on your internship period performance the full-time employment opportunities will be offered in our company or group of companies. During the internship period, attendance of 95% is mandatory along with Technical exposure of 70% for getting eligible for the full time job.

This letter of offer is valid for a maximum of 7 days from the date of issue. Post 7 days no intimation from your side, it gets cancelled automatically. In case if you are absent from the work/internship for two (2) consecutive days without informing, the company reserves the right to terminate your services.

**Stipend:** After successful completion of 3 months training period, you will be getting paid stipend of Rs.7000/- to Rs.10,000/- per month based on the performance.

**Salary Package:** After 6 months the salary package offered from Rs.1,80,000 per annum to Rs.3,00,000/- per annum based on the performance of first 6 months.

During your employment/internship with Techvolt Software Pvt.Ltd, you will exhibit professional behaviour and you will be responsible for the duties based on the role assigned to you, as more particularly laid out in the job/internship description for this position.

For Techvolt Software Pvt.Ltd.,

HR Head  
  




10<sup>th</sup> July 2023.

**Offer Letter**

**Ms. Keerthana S,**  
No:6/506-8, Sri Krishna Avenue,  
KVG Nagar Extn, Mannachanallur,  
Trichy, TamilNadu – 621005.

**Dear Keerthana,**

We thank you for your application and the interview you had with us. We are pleased to offer you the position of **Research Associate** in our organization. Your remuneration on the Cost - to - the - Company basis, inclusive of all allowances and statutory benefits will be **Rs. 147976/- Per Annum** (Rupees One Lakh Forty Seven Thousand Nine Hundred and Seventy Six Only) .This amount will be suitably broken up under various components later.

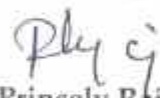
A detailed appointment order will be issued to you at the time of your joining. The terms of that Appointment order will include Non-Compete, Non- Poaching, Confidentiality clauses. Further, the terms of appointment order will have a condition of Eighteen months of service commitment by you. Your appointment will be subjected to reference checks verification of your qualification, experience, and relieving order from previous employer and further subjected to agreeing to the terms and conditions of the appointment order and it's annexure to be issued to you.

We expect you to join on or before 17<sup>th</sup>. July 2023.

This offer is valid till 06.00 pm on 11<sup>th</sup>. July 2023 and you should communicate your acceptance to us in writing before that time. If we do not receive your acceptance in writing before the said time and date, this offer will expire automatically on that date and time.

Wishing you all the very best and we look forward to your joining at the earliest.

For E-Merge tech Global Services Pvt Ltd

  
**Princely Raj S A**  
Manager - HR

I accept this offer and I will join duty on.....

(Keerthana S)



**Engage  
Enable  
Empower**

TM



**Patent Research  
with Strategic Sense**



**Enviablen Knowledge  
Enduring Relationship**

**Annexure to the Offer letter dated 10<sup>th</sup> July 2023**

Name : Keerthana S

Your designation will be : Research Associate

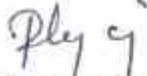
Your monthly salary and allowance details are as follow,

Particulars	Rs (Per Month)	Rs (Per Annum)
Basic	6500	78000
HRA	3819	45828
Statutory bonus	542	6500
<b>Gross Salary</b>	<b>10861</b>	<b>130328</b>
EPF	780	9360
ESI	353	4236
Gratuity*		3752
Accident Insurance**		300
<b>CTC</b>	<b>11994</b>	<b>147976</b>
<b>Take Home (Per Month)</b>	<b>10000</b>	

\* Gratuity on completion of five years of uninterrupted service.

\*\* Accident Insurance worth of Rs 2,00,000/-

For E-Merge tech Global Services Pvt Ltd

  
Princely Raj S A  
Manager - HR

I accept this offer and I will join duty on.....

(Keerthana S)

**SR United Infra Developers**  
**Tiruchirappalli City Corporation**



**Identity Card**



**Name : M. MANJULA DEVI**  
**Designation : Fleet Executive**  
**Employee ID : SR1429**

  
**Authorised Signatory**

**Date of Birth : 13.05.2003**

**Blood Group : B +ve**

**Address : M. MANJULA DEVI**

**5/18, Pandamangalam New  
Colony,  
Woraiyur,  
Trichy - 3.**

**Contact No : 8883113114,  
8925373252**



**SR United Infra Developers**

**Plot No. 71, No. 9954/31, AMA Nagar,  
Nizam Colony, Pudukottai - 1**

**Contact : 91592 99906**





# AKSHAYA ACADEMY

(A School of English)

Date: 07/08/2023

Shiny Evangline.D  
5/1, Dharmapillayar Kovil st, Thathuvancherry,  
AnakaraI, Tanjore-612502.

Dear Shiny Evangline,

### **Congratulations!**

This is with reference to your job application and subsequent interview with us on dated 2<sup>nd</sup> AUGUST 2023. It is our pleasure to offer you the position of Trainer, contingent on assessment. We believe, your skills and competencies will be an ideal fit for our Academy.

As we discussed, your starting date will be 3<sup>rd</sup> August 2023. The starting salary is Rs. 9,000 per month and it will be revised based on your performance later. The contract period is 2 years and One year is compulsory work period. After the completion of one year, noticing period is 2month for voluntary resignation. In case you quit your job without giving proper notice you must pay 2 month salary in advance or else the company has the rights to take legal action against you. You have no paid leave and permission.

Please confirm your acceptance by signing the acknowledgement of this letter

We look forward to welcoming you as a part our Akshaya Team! If you have any questions, please feel free to reach out at any time.

Sincerely,

### ACKNOWLEDGEMENT

I hereby accept the company terms and conditions and confirm by taking up the position of Trainer from 03-08-2023.

Signature

Plot no : 4, SH2, MBS Residency, Kumaran Nagar, Vayalur Road Trichy -17,  
Ph.no: 99420- 92921, 0431 -4021420



No.6, Royal Road, Cantonment,  
Trichy - 620 001. © 0431 - 4077777

## IDENTITY CARD

Name : Snekha . M

Emp. No : 124181

Design : Junior Executive

Dept : operation

Shree Vidya:03

Authorised Signatory



No.6, Royal Road, Cantonment,  
Trichy - 620 001. ☎ 0431 - 4077777

## IDENTITY CARD

Name : *Varsha . S*  
Emp. No : *124189*  
Design : *Junior Executive*  
Dept : *operation* *Shree Vidhyani*  
Authorized Signatory



From: MMC Infotech Services <careers@mmcinfotech.com>

Date: Tue, 21 Feb, 2023, 6:15 PM

Subject: Intent Offer Letter from MMC Infotech Services

To: <s.vana11092002@gmail.com>

Cc: <badri@mmcinfotech.com>, <placement@sigc.edu>, Ramkumar <ramkumar@ictacademy.in>, sr.saravanan@mmcinfotech.com, <latha.ganesh@mmcinfotech.com>

Dear Vanathi S,

Greetings from MMC Infotech!

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee **Executive** and your stipend would be **14,000 (Per Month)**. You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents:

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp - Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

alent Acquisition Team

Mobile 9840264662

Email Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)

# SRI RAMAKRISHNA

Matric Hr. Sec. School

N.Naraiyur, Veppur - 606304



CELL: 9791474805

**IDENTITY CARD**



  
B+

2023 - 2024

**DIVYA. D**

M.Sc.,B.Ed

ASST - TEACHER

  
Correspondent

From: MMC Infotech Services <careers@mmcinfotech.com>  
Date: Tue, Feb 21, 2023, 6:10 PM  
Subject: Intent Offer Letter from MMC Infotech Services  
To: <gunapriya.phy@gmail.com>  
Cc: <badri@mmcinfotech.com>, <placement@sipc.edu>, Ramkumar <ramkumar@ictacademy.in>, <sr.saravanan@mmcinfotech.com>, <latha.ganesh@mmcinfotech.com>

Dear GUNAPRIYA K.

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee **Executive** and your stipend would be **13,000 (Per Month)**

You are hereby requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

mailId: careers@mmcinfotech.com





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, L. KAUSHIKA (M.Sc phy)  
9843090942

Date: 13.03.2023

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC-18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.


Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

  
AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com



# ST. JAMES ACADEMY

Senior Secondary School - CBSE

49J Bharathiyar Salai, Cantonment, Trichy - 620 001

Ph : 0431 2411545 Email : stjamesacademy2016@gmail.com

IDENTITY CARD



2023 - 2024

**S. MAGDALINE JELCY**

Teacher

*Magdaline Jelcy*  
Principal

*S. Thirumal*  
Correspondent

Accept the offer.

on Tue, Feb 21, 2023, 6:05 PM MMC Infotech Services <[careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)> wrote:

Dear Monisha.

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College

We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee **Executive** and your stipend would be **13,000 (Per Month)**

You are hereby requested to come to our organization to fulfill the Joining Formalities with

below mentioned documents.

- 10th and 12th Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card - Copy
- Pan Card - Copy
- Bank Passbook (Or) Statement Copy - Copy
- Two references with Name, Occupation and Telephone number
- Photographs - 4
- Resume 2
- Vaccination Certificate (PDF Version)

Please confirm the Date of joining before March '15 2023 .

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai - 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id : [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)





**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13/12/23

To, PADMA SHREE R  
181 285 173 T

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
- Accommodation & Food – FREE.

Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

**VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,**



**AUTHORISED SIGNATORY  
HUMAN RESOURCE**

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile:8438620290 | Web:Venpastaffing.com | E-mail:narunkumar@venpastaffing.com



## Intent Offer Letter from MMC Infotech Services

1 message

MMC Infotech Services <careers@mmcinfotech.com>

Tue, Feb 21, 2023 at 6:03 PM

To: yaalini31@gmail.com

Cc: badri@mmcinfotech.com, placement@sigc.edu, Ramkumar <ramkumar@ictacademy.in>, sr.saravanan@mmcinfotech.com, latha.ganesh@mmcinfotech.com

Dear YAALINI.P.R,

Greetings from MMC Infotech !

Subsequent to your Campus interview with our HR Team at Shrimati Indira Gandhi College. We wish to inform you that, you have been shortlisted in the Interview Selection process.

You would be designated as Trainee **Executive** and your stipend would be **14,000 (Per Month)**

You are here by requested to come to our organization to fulfill the Joining Formalities with the below mentioned documents.

- 10th and 12th Certificate – Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Aadhar Card – Copy
- Pan Card – Copy
- Bank Passbook (Or) Statement Copy – Copy
- Two references with Name, Occupation and Telephone number
- Photographs – 4
- Resume 2
- Vaccination Certificate (PDF Version)

**Please confirm the Date of joining before March '15 2023 .**

Please report to the HR team on the below address by 11 AM

MMC Infotech Services Pvt Ltd

Oceanic Towers 101, Santhome High Road, Pattinapakkam Chennai – 600028

Opp : Alphonse Ground

Bus Stop: Pattinapakkam Bus Stop

Requesting you to acknowledge this mail.

Thanks and Regards

Talent Acquisition Team

Mobile 9840264662

E-mail Id: [careers@mmcinfotech.com](mailto:careers@mmcinfotech.com)



**VENPA**  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

To, **P. PADMASREE (Msc. Phy)**  
93244869207

Date: 13.03.2023.

Congratulations. With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- > You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- > You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- > Your Date of Joining will be on July-2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- > Salary CTC- 18,000/per Month
- > Your employment is subject to the clearance of Document verification.
- > Accommodation & Food - FREE.

Submit Xerox copies of following documents on the day of joining:

- > 5 Passport size photographs, Covid Vaccination certificate, Own bank passbook, Educational qualification proof, Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,  
VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,



AUTHORISED SIGNATORY  
HUMAN RESOURCE

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED  
APS Towers, #1, Ground Floor, Anna Sathya Nagar, Molachaur Village, Sunguvarchatram, Kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com





VENPA  
STAFFING SERVICES

www.venpastaffing.com

OFFER LETTER

Date: 13/03/22

To: UMA MAHESWARI - V (MSc - PHY)

Congratulations..! With reference to your application and subsequent interviews you had with us, we are pleased to offer you the position of "Executive - Assembly" in our organization. This offer is subject to fulfillment of the terms and conditions of the employment, including but not limited to the below:

- You are required to submit all relevant documents at the time of joining the organization whenever requested. It is understood that our decision to offer you is based on the information given by you in the biodata / Application Form during the interview you had with us. If at a later stage, it is found that information you had provided is false / incorrect, your services are liable to be terminated at any point of time.
- You would be following the working hours and any shift timings of the company as per the business requirement and projects allotted. You are agreeing to work on any shift timings including night shift.
- Your Date of Joining will be on July 2023 subject to company on-boarding procedure. If, any changes in DOJ will inform with proper details.
- Salary CTC- 18,000/per Month
- Your employment is subject to the clearance of Document verification.
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Submit Xerox copies of following documents on the day of Joining:

- 5 Passport size photographs, Covid Vaccination certificate , Own bank passbook, Educational qualification proof ,Aadhar Card (DD/MM/YYYY) copy and original for verification

We welcome you to the VENPA family and wishing you for a rewarding career ahead. All the very best..!

Yours Sincerely,

VENPA STAFFING SERVICES INDIA PRIVATE LIMITED,

AUTHORISED SIGNATORY  
HUMAN RESOURCE



VENPA STAFFING SERVICES INDIA PRIVATE LIMITED

APS Towers, #1, Ground Floor, Annai Sathya Nagar, Molachaur Village, Sunguvarchatram, kanchipuram-602106 | Mobile: 8438620290 | Web: Venpastaffing.com | E-mail: narunkumar@venpastaffing.com

To: MNC (India) Services Pvt. Ltd.  
Date: Jan 11, 2023, 10:59 AM  
Subject: Request for Information - MNC (India) Services  
To: hr@mncltd.com  
Dear Sir,  
I am writing to request information regarding the recruitment process for the position of [Job Title] in [Location].

Dear Sir,

Good afternoon. I hope you are well.

I am writing to you regarding the recruitment process for the position of [Job Title] in [Location]. I have applied for this position and I am interested to know more about the process.

Will you please let me know the details regarding the recruitment process for this position?

Thank you for your time and assistance. I look forward to hearing from you.

- Birth and Death Certificate - Original and Copy
- Degree Certificate / College Mark sheet - Copy
- Achar Certificate - Copy
- Pass Card - Copy
- Bank Passbook 2021 Statement Copy - Copy
- Government Photo with Name, CN, pin code and Telephone number
- Passport size photo
- Signature
- Experience Certificate (If any)

Please confirm the details of the recruitment process by March 15, 2023.

Thank you for your time and assistance. I look forward to hearing from you.

MNC (India) Services Pvt. Ltd.  
Human Resources - HR  
Address: [Address]  
City: [City]  
Pin Code: [Pin Code]

Requesting you to acknowledge the same.

Thank you and Regards,  
[Name]  
[Phone Number]  
[Email Address]