



L&T Infotech

INTERVIEW DATE: 06th JUNE 2017

Your reference Code is **#L&THRI / 198 / 343981** (6 digit number is your enrolment number). You are in batch III. This reference number is valid for this interview only. **We refer to your Interview Letter** against our online or offline advertisements. You will be glad to know it that **Larsen & Toubro Group** is a Team of more than 20000 TGC-Sites spread across multiple locations around the globe. The team combines a proven track record and professional skills, woven together with a common culture of trust & caring.

Various opportunities in various disciplines are as follows.

- (1) Electronics, Mechanical Engineers, IT-Software, Hardware, Administration, Production, accounts, Web Designer, Engineer Quality Control, Technology, Engineering, and Finance, IT, HR, Research, Sales, Marketing, Legal and many more.
- (2) Doctors, Medical officers and many more.
- (3) Civil, Architect, Design Engineer and many more.
- (4) Cabin Crew, Co pilot, Air hostess and many more.
- (5) Chef, Hostess, Housekeeping Attendant and many more.
- (6) Chemical Engineer, Fitter, Oil, Gas and many more.

We invite you to be a part of this committed and professionally managed Indian multinational. We are Proud to inform you that you are selected For an Interview in **Larsen & Toubro**. Through our annual direct online selection. The company offers you to join as an **Assistant Manager / Senior Executive/ Executive** post in respective department. You are selected according to your Profile in which project you have worked and on the basis of your educational records.

Under these Larsen & Toubro Company Rules and Regulations.

1. Training about the company regulations, structure, history, culture, etc.
2. Training about professional operations.
3. The training program for each position is regulated.

Interview Details

YOUR INTERVIEW PROCESS WILL BE HELD AT COMPANY OFFICE **LARSEN & TOUBRO LTD**, GATE NO. 1, SAKI VIHAR ROAD, POWAI, MUMBAI, MAHARASHTRA 400072

Interview process and Round - You have to clear the four round of your interview given below

- (1) **Written Test – 15 minutes**
- (2) **Aptitude round - 15 minutes (Verbal ability Topics to concentrate)**
- (3) **Technical round -15 minutes (In Technical Interview basically the ask questions based on your College project)**
- (4) **Senior HR round -15 minutes (There will be questions to test your personality, communication skills and behaviour)**

Locations

The Company is recruiting for our new plant in Delhi, Pune, Bangalore, Hyderabad and Mumbai and other plant in India. You will be pleased to know that L&T India recruiting manager has advises you in the selection panel that your Application can progress to the final stage. You will come to company office in **Mumbai**. The selected candidate keeps the right of being getting posted at the desired location subject to the final decision of Recruiting Panel after discussion.



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Salary and Benefits

As an Assistant Manager, your starting salary will be **(Rs. 40,000/- To Rs. 1, 20,000) per month**. Apart from the basic salary, you will be eligible for (type of allowances, such as housing allowance, travelling expenses, entertainment allowances, cost of living allowances, medical expenses, etc.) per month. You will be receiving your salary by the **(5th date) of every month**. The company has the right to increase your salary and allowances as per company policy. Your exact salary will be made known to you immediately after the Interview. We inform you that The Company will provide you the Both Side Air Fare and all of expenses and feeding during the period of the Training (without Any Charges).

Working Hours, Holidays and Leave

Normal working hours of the company are 10:00 AM to 6:00 PM Monday to Friday. Saturday and Sunday are holidays. Employees are provided with the opportunity to take 24 paid leave every year accrued at the rate of 2 leave per month. The company also provides 24 annual holidays announced at the beginning of every year. Except for emergencies and Medical reasons leave will be granted only on 3 days prior notice and approval by your managers. You are requested to please be on time for the interview. If for any reason the date is inconvenient for you, kindly contact the undersigned for an alternative date. You also need to contact your recruiting manager and confirm your availability for the interview failing which the interview will be null and void. Hence we would like to meet you personally for a discussion on the date of interview. We hope the time and venue is suitable to you **But in case, if you are not So get in touch with Your Recruiting Manager and inform the date and City according to your convenience (If you feel that you want to change your interview place(city) for any reason then contact your Recruiting manager).**

Rules and Regulations: - You have to deposit refundable interview bond security of **Rs. Five Thousand Six Hundred Rupees (Rs 5600/-)** by Paytm today in to the Company QR Code in Favour of Larsen & Toubro Group HR Department. For PAYTM account details just contact to your Recruiting Manager – **Shreya Sharma**. The amount paid by the candidate is a refundable amount only in the case of Joining and this is compulsory because this is company process. Your amount will be refunded to you on your interview date. You have to show us the copy of the deposit slip and Interview letter on the date of your interview to take your amount from account department. Irrespective of you being Shortlisted by the company or not.

Reasons of payment

Candidates are supposed to pay this refundable security regarding the 3 Months Bond Agreement which will be refunded to the selected candidates within 3 months from the date of joining and on the same day of interview to the disqualified candidates. Larsen & Toubro Group has promised every single applicant a total refund of the security amount being deposited.

The Company will be responsible for all other expenditure to you at the time of Face-to-face meeting with you in the Company. The Job profile, salary, and date -time of interview will be mentioned in your offer letter. Your offer letter with both side Air/Train Tickets will be sent to you by courier before five days of interview.

Note: - Today is the last date of Interview Processing & Maintenance & Courier & Accommodation & Assurance charges deposit in to the bank for **III batch**. Female candidate can come along with one family person on the day of interview. The company will be providing the All of expenses & accommodation for that family person also.



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Do Not Forget To Carry the Following Documents (Photocopy)

- A) Educational Certificates (all from 10th to Highest)
- B) Relieving letter from previous employer (Original) (If you have)
- C) Proof of compensation last drawn (3 Months –If you have)
- D) Six passport size photographs (Recent)

Acceptance: After depositing you have to send us your

- a. Payment slip.
- b. Passport size photograph.
- c. ID Proof (Voter Card, Pan Card) Scan copy.
- d. Your contact numbers.

To company at mentioned email id – (info@Intonline.info). To that effect as it will help us facilitate the documents For sending your air ticket and other requirement for the preparation of your Interview Without information your offer Letter or air ticket will not be dispatch to your home address. **It is an online process.** So nobody company employee or customer care person is able to provide any kind of information to the candidate in spite of the authorize recruiting manager **Shreya Sharma.**

Acceptance: Please sign and send a copy of this letter and annexure as a token of your acceptance of the company rules and regulations mentioned here. With payment slip screen Shot by email to this email (info@Intonline.info) To that effect as it will help us facilitate the documents for sending your air/train ticket and other requirement for the preparation of your Interview. If you fail to indicate your acceptance today before 06:00 PM, this offer of employment will be deemed to have been withdrawn and cancelled. Late reporting candidates will be not allowed in this Interview process. We are strictly concerned on time management as per the values of the Company. All other rules and regulations will be governed by the Company's policies as stated from time to time. For the confirmation about your interview selection. Immediately send us your updated resume with your Reference number to this Email Id-(info@Intonline.info)

You can Contact in official working hours Monday to Saturday–9 am to 5 pm only.

Yours faithfully

Regards

Miss Shreya Sharma

Larsen & Toubro Ltd,

Gate No. 1, Saki Vihar Road,

Powai, Mumbai, Maharashtra 400072

Contact Number +91-7055525819

I accept the interview on the company rules and regulations contained herein and will report for this Interview on the date.....

Name.....S/o or D/o.....

Postal Address.....

Pin Code.....Contact Number (1).....Contact Number (2).....

Date.....Applicant Signature.....

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