

## **JOB OFFER LETTER**

**Sri Publication & Stationers Pvt. Ltd.**

**Date : 2020/06/11**

**Sri Publication & Stationers Pvt. Ltd.**

**Samlong chowk**

**ranchi ranchi jharkhand 834002**

**Dear : Ramesh Kumar**

We are pleased to offer you employment at **Sri Publication & Stationers Pvt. Ltd.** We feel that your skills and brackground will be valuable assets to our team.

Per our discussion,the position is **Project head/Director** You have to join within 10 days of your offer letter. The enclosed employee handbook outlines the medical and retirement that our company offers.

If you choose to accept this offers, sign the second copy of this letter in the space provided and return it to us. A stamped self-addressed envelope is enclosed for your convenience.

We look forward to welcomming as a new employee at **Sri Publication & Stationers Pvt. Ltd.**