

Asta Infra Projects Private Limited

CIN: U45203TG2009PTC063553



Ref: AIPPL-CG/HR/Offer/24-25/19

Date: 27th June 2024

To,

Mr. Rajendra Kumar

Vill: Arjuni,

P.O – Arjuni, District -Janjgir,

State: - Chhattisgarh.

Sub: Letter of offer for the position of “Asst. Manager HR”

Dear Mr. Rajendra Kumar,

This is in reference to your application for a suitable post in our organization and the subsequent interview you had with us.

We are pleased to inform you that you have been selected for the post of “**Asst. Manager HR**” in our organization, with a package of. Rs. 3,24,000.00/- (Rupees Three Lakhs and Twenty Four Thousand only) per Annum. Cost to Company (CTC) basis.

The appointment letter with detailed breakup of salary and terms and conditions of employment shall be issued on your joining.

We look forward to your joining us on or before 27th July 2024.

You are required to report to Mr. S. Alam (Vice President), at our Site office, SINGHITARAI THERMAL POWER PROJECT, Singhitarai Village, Near Kharsia, Vedanta-Athena, Sakti Dist., Chhattisgarh - 495695.

You will be required to produce attested copies along with your original certificates in support of your date of birth, educational qualification, Experience and four passport size colour photographs at the time of joining.

As a token of your acceptance, it is requested to sign the duplicate copy of this offer letter and return to us at the earliest.

Yours truly

For **Asta Infra Projects Pvt. Ltd.**

Authorised Signatory



Regd. Office:

Sy. No. 262/AA,
Beside MAK College of Pharmacy,
Chilkur Village, Moinabad Mandal,
Ranga Reddy Dist. - 501 504, Telangana

Corp. Office:

8-2-334/27, 3rd Floor,
Plot No. 27, Road No. 3, Avenue 7,
Banjara Hills, Hyderabad - 500 034, Telangana