



# M/S. SOURAV TRADERS

Authorize NAGAD Distributor

Proprietor. Sagar Kumar Kundu

E-mail: souravtraders.compliance@gmail.com

Contact No: 01716-514022, 01324-142342

**Boro Bazar Road, Pabna Potti, Nilphamari Sadar, Nilphamari**

Ref:

Date:

Date: 01-June-2025

DH Name: M/S. Sourav Traders

DH Address: Boro Bazar Road/ Pabna Potti, Nilphamari Sadar, Nilphamari.

**Subject: Appointment Letter**

Dear **MOSIUR RAHMAN**,

Following your acceptance of the job offer letter which you signed on 01-June-2025, we would like to confirm your appointment with M/S. Sourav Traders as a Distribution Sales officer (DSO). Your employment is to be subject to the terms and conditions listed below:

**Starting Date:**

Your starting date is 01-June-2025.

**Probation Period:**

You will be on a probation period for the first Three (3) months. Upon successfully completing the probation period, your employment will become of permanent status.

**Salary**

Your monthly salary is 10,400/-

Employee Name	Salary Number	Gross Salary	Basic Salary	Variable
MOSIUR RAHMAN	01750829855	10,400/-	8,320/-	2,080/-

**Other Benefits**

TA & DA will be paid separately.

**Annual Leave**

You are entitled to Twelve (12) days of leave per year.

If you have further questions, please contact me directly or simply approach the HR department/concern.

Congratulations on your appointment and welcome to M/S. Sourav Traders. We look forward to years of fruitful cooperation and success. We wish you the best of luck in your new post.

Sincerely,  
Sagar Kumar Kundu

মেসার্স সৌরভ ট্রেডার্স  
প্রোঃ সাগর কুন্ডু  
নীলফামারী বাজার, নীলফামারী।

Your monthly salary is 10,400/-

Employee Name	Salary Number	Gross Salary	Basic Salary	Variable
MOSIUR RAHMAN	01750829855	10,400/-	8,320/-	2,080/-

Received By :