

Date: 16/04/2022

Offer Letter

To,

KAUSHAL NISHAD

Role – PHP Developer

Dear Kaushal,

Congratulations, we are pleased to inform you that you have been successful in your recent interview for the above role, based at our site in Noida and we are delighted to make an offer of employment.

You will be working for **Securium Solutions Pvt. Ltd.** and this will commence on **16th April 2022**. The hours of work are 10:00am to 07.00 pm Monday to Saturday and your probation period is for 3 months. During your Probation Period, Organization can terminate at will if your performance didn't meet our expectations. Your salary level attracts guaranteed **to be INR 15000**

In order to confirm you in the post we need to complete some formalities and, as such, we advise you of the following:

As a part of company's joining formalities, a complete verification of identity/document verification (lists of documents already given to you) & your background screening would be done. On successful submission & verification of your documents, background screen check & successful completion of your training, you shall be issued Letter of Appointment from the Company.

In case, if any of the verifications turn out to be negative at any point of time, your appointment with the Organization shall be terminated on immediate basis.

On acceptance of this offer we will send you your statement of employment particulars. Please send us the following documents:-

- Education Certificates (along with photocopies)
- Resignation Acceptance letter
- Relieving Letter
- Four Passport size Photographs
- Experience Certificates (along with photocopies)
- Medical Fitness Certificates
- ADHAR Card
- PAN Card
- Salary Slips of last 3 months
- Bank Statement of last 3 month salary.

On Acceptance of this offer letter, we will send you a Personal Information Request Form, a pre- employment medical form and a Background Checking Form. These should all be completed in full and returned to HR Department.

We would like to take

this opportunity to welcome you to our Company and to wish you the best with your career with us.

If you have any queries at all, please do not hesitate to contact us.

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Sunil Singh
Director
(Authorized sign.)