

## HRM DEPARTMENT-PERSONNEL SECTION

Ref No.: 17.33 Date: 18/03/2025

Name

M. Mohinur Rahman Rabby

Designation

Trainee Engineer

Staff No.

490715

Dept/Branch:

RIP DPL Quality Control DPL Local DPL-QA

## **Confirmation of Service**

## Dear Sir/Madam

- 1. In view of your satisfactory service in the Company and as per decision of the authority your service has been confirmed w.e.f 26/01/2025 and your salary has been increased from BDT 25000 to BDT 35000.
- 2. You are Promoted as Assistant Manager. Other terms and conditions as mentioned in your appointment letter will remain unaltered.
- 3. For the Progress of the Company the management expects more diligence, integrity, commitment & devotion from you.

Thanking You

Hoad of HRM

Distribution: Concerned Dept

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