

Unified Ops

Job Offer Letter

Date: 26 June 2025

Offered Salary: INR 19999.99 per annum

Contract Expiry: 2025-10-10

To,

muttu

Subject: Employment Opportunity at Unified Ops

Dear muttu,

We are delighted to offer you the position of employee at Unified Ops.

You are expected to join on 2025-06-27 and report to your department remotely.

This offer is subject to company policies, verification of submitted documents, and completion of onboarding procedures.

We believe your skills and experience will be a valuable asset to our team.

This letter is system-generated and does not require a physical signature.

Sincerely,

HR Department

Unified Ops

Contract Terms & Conditions

1. You are expected to maintain confidentiality of company and client information.
2. The employment is subject to satisfactory performance and conduct.
3. Termination requires 30 days written notice by either party.
4. Salary is subject to statutory deductions as per government regulations.
5. You must comply with all Unified Ops policies and guidelines.
6. Misconduct may result in disciplinary action or termination.
7. Remote work requires active daily reporting unless otherwise approved.
8. Unified Ops reserves the right to modify policies with prior notice.

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Unified Ops HR Department