



Voluntary Action for Integrated Global Awareness and innovation

Date: 16th Sep 2019

Experience Certificate

To whomsoever it may concern

This is to certify that Mr. SASIKESHWARAN .C , S/O CHINNASAMY .O worked as an SOFTWARE TRAINER with our organization Vaigai Trust during the period of 25 July 2016 to 16 September 2019.

During the period of working with us, he demonstrated as a diligent and truthful person. His skill set were good during the period when he was employed with our Technology team.

We wish him success in all his future endeavors.

Sincerely,

(Managing trustee)

VAIGAI TRUST
Voluntary Action for Integrated
Global Awareness and Innovation,
Regd. Office :
79/4, Vilampatti - 624 219,
Nilakottai (TK.), Dindigul (Dt.), T.N.



Voluntary Action for Integrated Global Awareness and innovation

Date: 16th Sep 2019

Relieving Letter

Mr. SASIKESHWARAN C

Dear,

This is to acknowledge the receipt of your resignation dated **16 August 2019**. While accepting the same, we thank you very much for the close association you had with us during the tenure from **25 July 2016 to 16 September 2019**.

You have been relieved from the service of **SOFTWARE TRAINER** with effect from **16 September 2019** end of the day.

We wish you all the best in your future endeavors.

Sincerely,

(Managing trustee)

VAIGAI TRUST
Voluntary Action for Integrated
Global Awareness and Innovation,
Regd. Office :
79/4, Vilampatti - 624 219,
Nilakottai (TK.), Dindigul (Dt.), T.N.



Voluntary Action for Integrated Global Awareness and innovation

Date: 11th July 2016

Offer of Appointment

To: Mr. SASIKESHWARAN C S/O CHINNASAMY O
No 4/152, 4TH Street, Pallavan

Nagar, Jalladianpet, Medavakkam, Chennai-600 100.

Dear SASIKESHWARAN C,

1. With reference to our discussions held on 04th July 2016, we are pleased to offer you the position of **Software Trainer** in our organization.
2. You are requested to join on or before **25th July 2016** and the offer stands withdrawn thereafter unless the date is extended by us and communicated to you in writing.
3. You shall serve a period of 2 months of probation. If your performance is not to the expectation of Management, your probationary period can be extended if deemed necessary.
4. Your annual gross salary along with the break-up of salary is attached here with as in Annexure-A.
5. You are requested to report between 10.00 am — 12.00 noon to complete the joining formalities at the Address mentioned below. At the time of joining, you are requested to submit the copies of the documents as per Annexure — A.
6. Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner, and return to HR.
7. In case of further information please communicate with Human Resources (On E-mail vaigaianna@yahoo.co.in)
8. We welcome you to Vaigai trust and look forward to a long and mutually beneficial For Vaigai trust.

Sincerely,

(Managing trustee)

VAIGAI TRUST
Voluntary Action for Integrated
Global Awareness and Innovation,
Regd. Office :
79/4, Vilampatti - 624 219,
Nilakottai (TK.), Dindigul (Dt.), T.N.

VAIGAI TRUST, Regd off : 79/4 Muthalapuram, Vilampatty - 624219, Dindigul , Tamilnadu
ject office: Periyar colony , opposite State income tax office , Nilakottai 624208 Dindigul Dt , TN

Cell: 8248161909, Email: vaigaitrust@yahoo.in



Voluntary Action for Integrated Global Awareness and innovation

Date: 11th July 2016

Offer of Appointment


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No 4/152, 4TH Street, Pallavan

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6. Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner, and return to HR.
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8. We welcome you to Vaigai trust and look forward to a long and mutually beneficial For Vaigai trust.

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Sincerely,

(Managing trustee)



Voluntary Action for Integrated Global Awareness and innovation

Date: 20th April 2019

Performance Appraisal Letter

Mr. SASIKESHWARAN C,


Dear ,

In recognition of your performance, we are pleased to inform you that the management has decided to revise your CTC from Rs 2,11,200 to Rs 2,42,880 per annum effective from 01 May 2019 and your position remains the same.

We appreciate the efforts put in by you and expect that you would continue to do more creative and productive in the future.

The letter is confidential and should not be disclosed to others. You are requested to return a signed copy of the same to us as an acknowledgement.

VAIGAI TRUST
Voluntary Action for Integrated
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79/4, Vilampatti - 624 219,
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Sincerely,

(Managing trustee)



Voluntary Action for Integrated Global Awareness and Innovation

Date: 12th April 2018

Performance Appraisal Letter

Mr. SASIKESHWARAN C,

Dear,

In recognition of your performance, we are pleased to inform you that the management has decided to revise your CTC from Rs 1,92,000 to Rs 2,11,200 per annum effective from 01 May 2018 and your position remains the same.

We appreciate the efforts put in by you and expect that you would continue to do more creative and productive in the future.

The letter is confidential and should not be disclosed to others. You are requested to return a signed copy of the same to us as an acknowledgement.

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Voluntary Action for Integrated
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Regd. Office :
79/4, Vilampatti - 624 219,
Nilakottai (TK.), Dindigul (Dt.), T.N.

Sincerely,
A. V. V. V.
(Managing trustee)