



**CHANDIGARH
UNIVERSITY**

Discover. Learn. Empower.

Mr. Adarsh Sharma

**V.p.o Kharar, Jawali,
Kangra, HP.**

Date: 8-May-2024

Subject: Offer Letter

Dear Mr. Adarsh

We are pleased to offer you the position of **Executive** with **Department of International Affairs** at **Chandigarh University**. We are confident that your skills and experience will make a significant contribution to our Institution. You will be working with a dynamic team of professionals who are passionate about achieving excellence in their fields, and we believe that you will contribute significantly to the growth and success of the university.

Your Consolidated Salary will be **Rs. 25,000 (Twenty Five Thousand Only)** subject to statutory deductions. You are required to report to the Human Resource Department, Chandigarh University (Gharuan) on or before **13th May-2024**, post which this offer will become null and void.

In addition to your salary and benefits, we offer a range of professional development opportunities, including attending conferences and workshops, as well as opportunities for promotion and career advancement.

To accept this offer, please send us an acceptance acknowledgment over the email within 48 hours of receiving the offer letter. You are required to submit a copy of your resignation acceptance from your last organization, within 72 hours of acknowledging this offer.

A detailed Appointment letter will be issued to you after 4 weeks of your joining the University.

We look forward to welcoming you to Chandigarh University and working with you to achieve our shared goals.

With Best Wishes,

**HR Department
Chandigarh University**