

Date: [Applicant.todaydate]
Dear [Applicant.full_name]
Place:
Bangalore-560068

SUB: Letter of Intent

Congratulations on being shortlisted for further round of recruitment process to be conducted by Hinduja Global Solutions Limited. HGSL may offer you an opportunity for employment, subject to the terms and conditions contained in this letter.

1. You shall be required to pass the mandated rounds of the recruitment process. Your offer of employment with HGSL is conditional upon your successful passing the recruitment process.
2. You acknowledge and agree that receipt of this letter of intent does not make you an employee of HGSL and that you will not be entitled to any of the compensation and benefits afforded to an HGSL employee unless and until you receive a final letter of appointment from HGSL.
3. Please ensure that you carry this letter with you for your interview at HGS and present it to the concerned person.
4. This letter of intent shall be converted into a final offer of employment upon fulfilment of the terms of this letter, and the terms and conditions contained in the final letter of appointment and other relevant documents issued by HGSL

You confirm that the above terms and conditions are acceptable to you and signify your acceptance by signing a copy of this Conditional Letter of Appointment.

Yours truly,
For Hinduja Global Solutions Limited

Accepted by:

NAME: James Job
[Applicant.full_name]

Candidate's Name:

DESIGNATION: Vice President-Talent Acquisition
[Applicant.todaydate]

Date:

Place: Bangalore