

Sr. No. ISC/J/410

Date 01/07/2022

To,  
Ms. Manjeet Kaur  
Village Hamira Farm Siana Saidan  
Tehsil Pehowa, Kurukshetra

**Subject: Appointment Letter**

Dear Manjeet,

We welcome you to **Iconic Solution.Co** are pleased to confirm your appointment for the position of "**Business & Sales Executive**". The following terms and conditions of the job –

1. **Job Title/Designation:** Business & Sales Executive.
2. **Job Location:** Chandigarh.
3. **Commencement of Employment:** Your employment with us will be effective from **1<sup>st</sup> July 2022**.
4. **Employee Salary & Compensation:** Your salary will Rs. 13,000/- per month. The total Cost to Company CTC will be Rs. 1,56 ,000/- per annum. You will receive a variable amount which will be strictly based on your performance. Once your probation period will be over, you will become eligible for leave as per the company policy.
5. **Working Hours/Days:** Your appointment is on a Full time basis i.e. 9 hours from Monday to Saturday.

We congratulate you on your appointment at Iconic Solution.Co and wish you a long career with us. We are looking forward to having a fruitful collaboration with you for organizational development as well as for your professional growth.

All the best

ICONIC SOLUTION.CO

  
Authorized Signatory.  
**Ms. Avleen Kaur**  
(HR Manager)

Sr. No. ISC/E/567

Date 10/08/2023

**TO WHOM IT MAY CONCERN**

This is to certify that **Ms. Manjeet Kaur D/O Gurcharan Singh** having D.O.B 24/10/2001 is an employee at “**Iconic Solution.Co**” as a **Business & Sales Executive** from **1<sup>st</sup> July 2022 to 31<sup>st</sup> July 2023**.

She was assigned the task to hire, train, and set weekly, monthly, or quarterly goals based on the team's performance. She also generate reports tracking how well each individual achieves these seasonal targets She also oversees local and regional sales, promotions and campaigns. She was known to possess the team spirit skill and maintains good relationship with her colleagues. We wish her good luck for her career and hope she achieves new heights.

**Iconic Solution.Co**

  
**Ms. Avleen Kaur**  
(HR Manager)

Sr. No. ISC/S/650

Date 10/08/2023

## Salary Certificate

Employee Name : **Ms. Manjeet Kaur**

Designation : **Business & Sales Executive**

Salary Statement of **Ms. Manjeet Kaur** for last 6 Months

Date	Salary paid (Rs.)
10-03-2023	13,000/-
10-04-2023	13,000/-
10-05-2023	13,000/-
10-06-2023	13,000/-
10-07-2023	13,000/-
10-08-2023	13,000/-

  
  
**Ms. Avleen Kaur**  
(HR Manager)