



EcodeLinfotel

LETTER OF APPOINTMENT

Date: **28 July 2020**

To,

Divya K,.....

Sub: Letter of Appointment as Managing Director - EcodeLinfotel Private Limited

Position:	ERP Consultant
U of M Employee Type:	Regular
Location:	Kuwait Location
Appointment Start Date:	01 August, 2020

This is with reference to your application and subsequent interviews you have had with us. We are pleased to appoint you as **ERP Consultant** of **EcodeLinfotel**, with effect from **August 01 2020** on the following terms and conditions.

This appointment is conditional upon:

- (a) receipt by us of a countersigned copy of this letter;
- (b) formal approval of your appointment by each Director of **EcodeLinfotel** by way of Directors' resolution;

We are pleased to offer you employment at company name. We feel that your skills and background will be valuable assets to our team.

As Per our discussion the position is position name.

You will be working in Kuwait as an employee from our team

Before that you have to undergo training period of 1 month. Our team will train you through video chat. Once the training period is over you will be moving to Kuwait.

We provide salary, food and accommodation.

If you choose to accept this offer please sign and forward it back to us.

We look forward welcoming you as a part of our team



EcodeLinfotel

Core Responsibilities:

- Analyze and understand existing software
- Implement and support ERP systems
- Document the state of ERP configuration.
- Assist technical teams with change management and technical skills.
- Write design specifications and estimates for programs, based on requirements.
- Participate in decision-making to optimize and improve technology management.

Agreement to Appointment

Please confirm your agreement to the above by signing and returning to me the **enclosed** duplicate of this letter.

Accepted By:

Yours sincerely
Rajesh M,
Co founder.

for and on behalf of
EcodeLinfotel Private Limited

