

To

Soumyadeep Ghosh

SUB: Performance Appraisal .

Hi,

Keeping in the view of your continues best performance in the mind, Management is please to inform you that your salary has been revised and **reflected on November 2021.**

Your present salary & emoluments [monthly] are as follows.

Grade	: PHP Developer .
1.Basic Salary.	: 7500.00 Rs
2.Other allowances	: 7390.00 Rs
3.Professional Tax	: 110.00 Rs * [P.T may be vary little bit].
4. CTC	: 15,000 Rs

I hope that your promotion will serve as an incentive to achieve further Milestones in the Company and that you will not rest with your past achievements. Well done, keep it up!

Suggestion :

- a. Improve your skill and increase your ability to handle work pressure and delivered on time.
- b. Took responsibility as much as possible for the job. .

****letter is private and confidential so do not disclose with other staff of this firm .**

Best Wishes,
Matainja Technologies