

**Date: 04-12-2024**

To,

Akanksha omar  
Noida sector 15  
Kangra, HIMACHAL PRADESH, 748635

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**Subject: Offer of Employment**

Dear Akanksha omar,

This is with reference to your application and the subsequent interview held at our office. We are pleased to offer you the position of "**backend**" at **Nd Infotech**, with a CTC of **300000** as discussed and mutually agreed upon.

As discussed, you are expected to join us on **08-09-2024** at our office located at **C 53,C Block, Sector 2, Noida, 201301, Gautam Buddha Nagar, UTTAR PRADESH**. Kindly bring the following documents with you at the time of joining:

- Two passport-size photographs
- Original and photocopy set of your Qualification Certificates (originals will be returned after verification)
- Proof of residence
- Photocopies of your Resignation Letter and Relieving Letter from your current employer
- Photocopy of your last drawn salary slip
- Form 16 / Certificate of Tax Deducted along with a copy of your PAN for Income Tax documentation

A detailed Appointment Letter outlining the terms and conditions of your employment will be provided to you upon your joining the company.

We kindly request that you send us a confirmation reply acknowledging your acceptance of this offer for employment.

We look forward to having you on our team and wish you a successful career with us.

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**With best regards,**

Akanksha omar  
backend  
Nd Infotech

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**N D Techland Private Limited**

Head Office: C-53, Sector-2, Noida-201301, UP | Branches: Noida | Delhi | Patna | Bangalore  
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