



OFFER LETTER

Dear Ms. Nitu Kumari,

Congratulations!!!

It is my pleasure to extend the offer of employment to you on behalf of **Provab Technosoft Pvt. Ltd.** You have been selected for the position of **Software Testing Engineer** at our company.

Designation: **Software Testing Engineer**

Salary Offered: Your salary remains same as discussed with you over phone call – detailed salary break-up will be shared on DOJ / you can come will explain you.

Working Days: **Monday – Saturday (2nd and 4th Saturdays Off)**

Working Hours: **9.00 am - 7.00 pm**

Joining Day: **11th July 2016.**

Mandatory Documents to carry while joining (Xerox):

1. 3 Passport size Photos
2. PAN Card, Current address proof and Permanent address proof
3. Education certificates (10th, PU, Degree)
4. Previous all company offer letter & relieving letter/ Experience letters
5. Last 3 months pay slips and bank statements
6. Tax Declaration Forms with previous employers
7. Bring all your original documents for verification (will be returned to you on the same day)

Kindly revert me a confirmation mail and also confirm about your date of joining.

Note:

1. First 1 month will be your probation period to review your performance.
2. The Company will have the right to terminate your employment without notice or payment of salary in lieu thereof if any fake in the submitted documents.
3. Notice period: 60 Days (while leaving this company) And whichever project you will be handling, you need to finish it and then we will be relieving.

Regards,

Ashwini | Senior Recruiter

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