



SUMMA REAL MEDIA PVT. LTD.

Ref. No.: SRMPL/1718/2015 **OFFER LETTER**

Date: 28/12/2015

Mr. Pradip Kumar Nahaka

At/Po- Khallingi, Via- Pattapur,
Dist- Ganjam, Odisha- 761013
Mob: 9776744733

Dear **Mr. Pradip Kumar Nahaka**,

This refers to your application and subsequent interview you had with us, the Management is pleased to inform that you are selected for the post of **SENIOR EXECUTIVE - SALES** to be based at **BERHAMPUR**. You will be paid a total consolidated amount of **Rs. 12,000.00** (Rupees Twelve Thousand only) including all allowances per month. You will also be paid an amount of **Rs. 2,000.00** (Rupees Two thousand only) per month towards reimbursement of local conveyance and **Rs. 1000.00** (Rupees One Thousand only) per month towards reimbursement of mobile expenses.


You are advised to report for duty at H.R. Department, Prameya News7, Plot No - 644/3019, Jagamara, Khandagiri, Bhubaneswar -751030, Ph.No -0674-6613333 Extn: 309 on or before **10th December '2015**.

Please note that this is a letter of intent only and a letter of appointment shall be issued to you on your joining the organization. You are requested to submit the following documents on the date of your joining.

1. Photo copies of Academic and Technical qualifications including HSC certificate specifying your date of birth.
2. Experience Certificate from the last and previous employers.
3. Relieving letter, proof of salary drawn from last employer.
4. Eight recent passport size coloured photograph.
5. Copy of PAN card and Identity proof (Voter ID card, Passport etc.)

Please sign the duplicate copy of this letter as a token of your acceptance.

Thanking you,


(Managing Director)

Summa Real Media Pvt. Ltd.
CC to Chief Editor

Accepted by
H. Naraka
09/01/2016