



MCG WORKFORCE SOLUTIONS

B-222, Durian Estate, G M Link Road, Goregaon (East), Mumbai- 400063

Email :- sunandg@mcgetech.com, Phone : 022- 29272145/40235939

RefNo:MCG/C/001

Date: 28-Dec-2020

Raviprakash Mishra

A/1401, Sentosa park, Ekta
Parksville, Global city Virar
west, Palghar-401303

Dear **Raviprakash Mishra**

Emp code EMP001

Sub-Appointment Letter

With reference to the discussion you had with us, we are pleased to appoint in our organization as **Back office executive** as per the following terms and conditions listed below and in Annexure.

Salary breakup

					Employee Deductions			Net Salary	Employee Contribution		CTC
Basic	HRA	Special Allowance	Conveyance	Gross Salary	PF	ESIC	PT		PF	ESIC	
12000.0	2000.0	628.0	400.0	13000.0	200.0	201.0	202.0	23522.0	500.0	700.0	6000000.0

You are requested to join for duty on or before **04-Jan-2016** at **RBL Bank limited**. You are requested to provide the following documents on joining:

- Original relieving letter from your current employer(if applicable).
- The joining Kit duly completed Blank resume, Nomination Forms of PPF and ESIC, Salary Account Opening Form.
- Two passport size color photographs.
- Copy of your academic qualification certificates.

The details of the benefits, Terms and conditions applicable to you are enclosed in Annexure. You are requested to treat this information in strict confidence and not to disclose it to anyone under any circumstances.

We welcome you to be a part of the organization and request you to sign and return an copy of this letter to us as a token acceptance of your offer and the terms and conditions.

We wish you every success in your career with us.

Your's Sincerely

Anand Gaggar

Proprietor

I Agree to accept employment on the terms and conditions in this letter and the Annexure

Raviprakash Mishra