09th September,2015

Mr. Sashikanta Senapati

At –Mahabirpara Dhanupali

Po - Dhanupali

Dist-Sambalpur

Pin- 768005

Odisha.

**Subject: Offer Letter**

**Dear Mr. Senapati,**

Apropos to your application and the subsequent interview you had with us, we are pleased to offer you a provisional appointment in Idea Cellular Services Limited as “Territory Sales Executive” at Barpali in Sambalpur Zone on the following terms and conditions:

1. You will be paid monthly emoluments of Rs.14917 as discussed and accepted by you during the interview.

2. You will join the company on or before 11th September 2015

3. This offer is provisional in nature and the formal letter of appointment shall be made to you upon your joining the duties and satisfactory completion of the joining formalities.

4. You will be required to undergo a pre-employment health check-up at any of the prescribed hospitals as communicated to you by the Company.

In this context, please find enclosed the authorisation letter for the same. You are required to carry with you the said letter on the scheduled date of the Medical check-up.

5. For your joining formalities, you are requested to report to (Mention Name & Designation of concerned HR Person and office address) on the date mentioned above at 09:30 A.M. along with the following:

(a) 6 Passport size & 1 Postcard size Family colour photographs.

(b) Proof of age certificate along with a photocopy.

(c) Proof of Academic/Technical qualifications along with their photocopies.

(d) Copy of Relieving Letter or Resignation letter duly stamped and accepted by your current employer, if in employment.

1. Last pay drawn certificate, if in employment.
2. Form 16 from Last Employer, if applicable.
3. The management reserve the right to withdraw the said offer in case you are found medically unfit and if any of the information provided by you in the Application Form/Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining.

In token of having accepted the above, please sign the duplicate copy of this offer letter and return to us.

Should you need any additional information/clarification, please get in touch with the undersigned or (Neelam Singh)

Thanking you,

Yours faithfully,

For **IDEA CELLULAR SERVICES LIMITED**

### Subrat Mohapatra

GM- HR

Pre-Employment Health-Check-up

1. Complete Blood count, RH factor &ESR
2. Blood sugar Fasting
3. X ray Chest (PA View)
4. Eye Check-up
5. Physician Examination
6. Urine Pregnancy Test/Beta HCG( For Female candidates)