

# TECHSEVIN SOLUTION LLP

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Date : 14th October 2023

To

**Ms. Sonal Prabhakar Gurav**

A/119 Shree Ram Samartha,

CHS Limited Teen Dongri,

Yashwant Nagar,

Goregaon West

Mumbai - 400104

Dear Sonal,

## Offer of Employment

This is in continuation of your interview and the discussions we had regarding your candidature for the position of **Trainee Web Developer** in our Organisation.

We are pleased to inform that you have been selected on the following terms and conditions:

- 1) You will be designated as **Trainee Web Developer** and you will be based at Mumbai, Maharashtra.
- 2) Your date of joining as mutually agreed is on or before **16th October 2023**.
- 3) Your annual CTC as discussed and agreed will be Rs. 2,40,000/ per annum. Break up of the same will be provided to you along with this offer letter.
- 4) You will be on probation for a period of Six months from your date of joining.
- 5) In the event you wish to resign from your employment with the company, you would be required to give 2 Months notice to the company.
- 6) Please carry a relieving letter from your last employer or an acknowledged copy of the resignation letter submitted by you to your previous employer.
- 7) Please provide names, mobile numbers and official mail id of names of 2 professional references (no friends or relatives) from your earlier organisations.
- 8) Please mail all your academic and experience certificates, PAN, Aadhar within a week the time of receiving offer letter along with a recent photograph not more than 6 months old.
- 9) Ms. Karuna from HR will contact you for completing your onboarding process on the day of your joining @10 am.
- 10) This offer is subject to positive reference checks and verification of your documents. In case of any negative reference or mismatch of documents with information provided during the interviews this offer will stand automatically withdrawn.
- 11) This offer is valid subject to your joining our organisation on or before the agreed date of joining.

We congratulate you on your decision to join Techsevin and look forward to a successful and a mutually rewarding career with us. Kindly sign the duplicate copy of this letter in acceptance of the above for our records.

For Techsevin Solution LLP

Director.

