



## **Read Carefully!**

### **Company Experience Letter T&C**

**Please read the below points carefully otherwise your experience letter will be cancelled without any notification**

1. Do not call on the company numbers given on the letters or on website.
2. Do not use the company name in any social networking sites like: Facebook, Twitter, LinkedIn & Google+ etc.
3. Do not use company name in Email Signature.
4. Do not disclose the company name with in Croma Campus (P) Ltd.
5. Do not change the Date of Joining, Salary etc., if any change is required please contact to Croma Campus not directly to Company.
6. Please fill the documents carefully; any Changes in the documents will be chargeable (50% of your total fee).
7. Whenever you will submit the documents with any company, please take the latest company details like: Address/Contact Number/HR Name/HR Email/Company Contacts etc.
8. Fill the details in the BGC form those are mentioned in the “Frequently Ask Questions”.
9. **15 Days Amount of CTC** will be paid at the time of Acceptance of Resignation/Relieving Letter/Verification.
10. If you need any other document like (salary slips|relieving letter|any change in the existing document) at least 10 days will be given by the candidate.
11. Always share your latest contact details with Croma Campus (info@cromacampus.com) with subject line like : Candidate Name|Company Name|Employee Id

If any clarification is required please write us on **BGC@Live.IN**.



## Frequently Ask Questions

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01	Company Name	Pradyumna Infotech Private Limited
02	Company Website	<a href="http://www.pradyumnainfotech.co.in">http://www.pradyumnainfotech.co.in</a>
03	Company Strength	Approx.: 40 (05-Testing, 25-Development, 10 Management.)
04	Hierarchy in your Company	Trainee > Associate Engineer > Engineer > Sr. Engineer > Team Lead > Manager
05	Projects running in your Company	CSG-eCare, Gexpro EMS, Vonaze, HRMS, eBilling etc.
06	Domain of your Company	Enterprise
07	Notice Period	30 Days
08	Company Location	FF, G-21, Sector-03, Noida-201301, (U.P.)
09	Reporting Point of Contact	Team Lead
10	Name of the colleague working with you.	Please use your friends name for reference. Company does not give any employee reference.
11	On which Technology Company is working?	Java Net PHP Database Testing CRM Cloud Networking etc.
12	Company Phone Number	+91-120-4270794
13	Year of Establishment	2008
14	Company Owner Name	Mr. Jitendra Nathi Ram
15	Your Email Address	FirstName.LastName@pradyumnainfotech.co.in
16	Department	Technology
17	Supervisor/Lead/Manager Name	Mr. Pawan Dixit
18	Supervisor/Lead/Manager Job Title	Manager
19	Supervisor/Lead/Manager Phone No.	+91-120-4270794
20	Supervisor/Lead/Manager E-Mail Id	<a href="mailto:pawan.dixit@pradyumnainfotech.co.in">pawan.dixit@pradyumnainfotech.co.in</a>
21	HR Manager Name	Mr. Vijendra Pal
22	HR Manager Phone No.	++91-120-4270794
23	HR Manager E-Mail Id	<a href="mailto:hr@pradyumnainfotech.co.in">hr@pradyumnainfotech.co.in</a>
24	Resignation Email Address	<a href="mailto:hr@pradyumnainfotech.co.in">hr@pradyumnainfotech.co.in</a>
25	Mode of Salary	Self Cheque: It is used for withdrawal cash from bank.
26	About Company	Please refer: <a href="http://www.pradyumnainfotech.co.in">http://www.pradyumnainfotech.co.in</a> for more details.