

## 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, Orkut & 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 talk to Mr. Faisal.

## # Frequently Ask Questions

01	Company Name	Promien Consultancy Services (P) Ltd.
02	Company Website	<a href="http://www.promienservices.com/">http://www.promienservices.com/</a>
03	Company Strength	Approx: 10-15
04	Hierarchy in your Company	Trainee > Associate Engineer > Engineer > Sr. Engineer > Team Lead > Manager
06	Domain of your Company	Enterprise
07	Notice Period	30 Days
08	Company Location	H-146/147, First Floor, Sector 63, Noida, UP- 201301, India
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.
12	Company Phone Number	+91-0120-4147207   +91- 8130-265-996
13	Year of Establishment	2012
14	Company Owner Name	Mr. Brijesh Kumar
15	Your Email Address	FirstName.LastName@promienservices.com
16	Department	Technology
17	Supervisor/Lead/Manager Name	Pawan Dixit
18	Supervisor/Lead/Manager Job Title	Manager
19	Supervisor/Lead/Manager Phone No.	+91-9711277666
20	Supervisor/Lead/Manager E-Mail Id	Pawan.Dixit@promienservices.com
21	HR Manager Name	Mr. Ravinder Pal
22	HR Manager Phone No.	+91- 8130-265-996
23	HR Manager E-Mail Id	hr@promienservices.com
24	Resignation Email Address	hr@promienservices.com
24	Mode of Salary	Self Cheque (Not Account Payee)
26	About Company	Please refer: <a href="http://www.promienservices.com">www.promienservices.com</a> for more details.