

OFFER LETTER

DATE: 04/05/2021

Mr. Vikash gupta

Address: No. street no 9 , block - G, house no 22, sangam vihar , New Delhi 110062

Sub: Internship offer for the post of PHP Developer.

Dear Mr. Vikash gupta

This offer letter is valid till 10/05/2021.

We are pleased to offer you the position of PHP Developer in our Software based Company at Gurgaon.

Your immediate Reporting to Mr. Krishna Thakur. We trust that your knowledge, Skills and experience will be among our most valuable assets.

1. As discussed, and agreed with you, you will be eligible to receive the following beginning on your joining date:
2. Salary: You will be paid a monthly gross salary of INR 10,000/- per month subject to tax and other statutory deduction.
3. Business Travel allowances and reimbursement as per company policy.
4. After internship period of 6 months You'll be offered a job seeing your performance.

Please send a signed copy of this letter indicating your acceptance to join and resignation acceptance letter from your current employee to our HR.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in our Gurgaon Office.

Please submit the following document to HR at the time of joining:

- (1) photocopies of your degree's certificates,
- (2) certificates, if any
- (3) two color passport-size, and
- (4) Aadhar Card (2 copies)
- (5) PAN card (2 copies)
- (6) Experience letter
- (7) Last three month salary slip and bank statement.
- (8) Resignation letter copy

We look forward to welcome you aboard.

Sincerely,

Sikarwar softwares