



Mob.: 9762929236
8149766328/8149766057

MANDAL ENGINEERING

ISO 45001:2018, ISO 9001:2015

Fabrication, Erection, Hydraulic, Crane Work, Pipeline, Mechanical Works & All Civil Works

Off: At-Yashwant Nagar-II, Shilphata, Khopoli-Khalapur, Dist-Raigad. 410203.

Works:- Plot no.50/1/2/3, Near Max Spare,Pali Khopoli Road ,Dahivali Boroti,Tal
Khalapur, Dist-Raigad.410203.

Ref.: ME/2022-23/01

Date: 13-09-2022

To

Admin

Test Address

OFFER LETTER

Dear Admin,

We refer to resume and subsequent interview you had with us on 7th April 2022 in our office. We are pleased to appoint you as "Supervisor " and your monthly yet salary would be "Rs.23000/-". Appointment letter and the salary break-up will be given at the time of joining. Kindly confirm your joining date.

Your appointment is based on following terms & condition.

1. You will devote your entire time to work assign to you. You will not undertake any other direct /indirect business or work honorary or remunerator except with the written permission of the management in each case.
2. If for any reason you wish to resign from the company's services. After confirmation you may do so by giving 1 (One) month's notice in writing or pay the company 1 (One) month salary in lieu thereof. Similarly, the company can at its discretion terminate your services by giving 1 month's salary in lieu thereof.
3. You will be entitled for all benefits, if any, as per Provision of Law.
4. During your employment, if you are found medically unfit at any time, the management will have the right to discontinue your service with 48 hours notice.
5. Your co-operation with the management staff and colleagues in day-to-day work will be essential criterion for your advancement in career.
6. The company will be entitled to terminate your service at any time without any notice in the event of dishonesty, disobedience, misappropriation, absent from duty without permission or any other act considered detrimental to the interest of the company or violation of one or more terms of this appointment.

We welcome you as a member of our organization. We hope that our association will be a mutually happy and rewarding one.

For MANDAL ENGINEERING.,

[SHRIKANT MANDAL]

PROPRIETOR

If you agree to the above terms conditions, the same may be expressed by signing the duplicate copy of this letter.

Accepted By: -
