RUDRA ENTERPRISES

At. Sonewadi, Po. Akolner, Tal. & Dist. Ahmednagar
GST No. AXZPK3973ASD001

Ref.	Date :	/	/20
	Date - Sept 30 th		

2020

Mr. Pawan Kumar Chhabadiya

Ahmednagar

Sub: Work Assignment Letter

Dear Mr. Pawan,

With reference to your application & subsequent personal interview that you had with us , we are pleased to appoint you as a **Graduate Trainee Officer** w. e. f. 1/10/2020, on the following terms and condition:

- The duration of the contract of employment shall be for a below mentioned period, from 1 Oct 2020 to 30th Sept 2021. Not withstanding this, in the event of the project/work for which you are being employed pre-closes before the aforesaid period; this contract shall co-terminus with the aforementioned project/work.
- During employment, you will work at the premises of our client & render services to them.
- In day to day functioning or carrying out responsibilities, you will receive instructions from our client and Rudra authority and will undertake to abide by any instructions, etc given by any assigned persons and will be bound by their rules & regulations.
- 4. You will be bound to follow the working hours of our client.
- Either party can terminate the contract by giving one month prior notice. But in case of any misconduct at your end, your services may be terminated at any moment, without assigning any reasons. If you fail to give one month notice, you have to pay one month salary.
- You will at no point of time stake any claim for employment, damage, loss or compensation of any sort whatsoever against our client.
- 7. You will, during your tenure, treat the knowledge and information gained as confidential and shall no divulge the same in any manner.

College of Engineering

Ahmednagar

- 8. You will be in Supervisory Cadre.
- 9. You are liable to be transferred at any of our client / department.

We take this opportunity to wish you a very best in your tenure with us.

Yours Sincerely,
For RUDRA ENTERPRISES

Authorised Signatory



