

Ms. Madhuri Jadhav

01-01-2021

OFFER LETTER

Dear Madhuri,

This is with reference to your application and the subsequent interview you had with us. We are pleased to offer you the position of "Sales Executive officer" at our Pune office on the terms and conditions mutually discussed and agreed.

Your CTC Will be Rs. 2, 40,000/- (Rupees Two lack Forty Thousand Only)

The letter of appointment would be issued on or before 15th day of your joining, subject to satisfactory reference checks and completion of your joining formalities. You are requested to submit all the documents listed below at the time of you're joining:

1. Proof of Age / Education / Experience Certificates to be shown in original for reference.
2. Relieving letter or acceptance of your resignation letter from your present/previous employer.
3. Photocopies of ration card indicating name and permanent address
4. Present address proof
5. Aadhar Card Copy
6. PAN number and a self-attested photocopy of the PAN card (if available)
7. Salary slip/annual salary details from the present employer.
8. 4 passport size photographs (The photographs should not be older than 6 months from the date of receipt of this letter)
9. Cancel Cheque.

Original documents will be returned back immediately once we take the prints at Head Office on the day of joining.

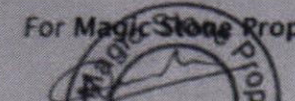
Note: - Salary will be paid on completion of Salary Justification target.
Salary Justification Target: 1 Booking per Month.

Kindly report for your duties on or before 1st Jan 21 at the following address:
Office 312, Rainbow Plaza, Shivar Chowk, Pimple Saudagar, Pune-17

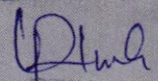
Kindly send us the duplicate copy duly signed by you, as a token of acceptance of our offer.

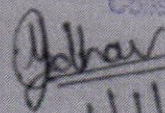
With best wishes,

For Magic Stone Prop Consultants LLP


Nilesh Anil Deshmukh
Partner




PRINCIPAL
Dr. Vinodrao Vikhe Patil
College of Engineering
Ahmednagar


11/1/21

OFFICE- 312, "Rainbow Plaza", Near Shivar Chowk, Pimple Saudagar, Pune - 411027

Maha Rera : A52100024317