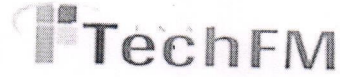


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DATE: 01/08/2020

TO,
Mr. Sasane Suraj,

OFFER LETTER

Dear Mr. Sasane Suraj,

Congratulations on your selection at Ina TechFM Global Solution Pvt. Ltd.

We are pleased to offer you the position of **MST**.

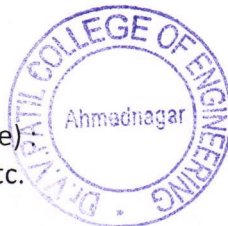
You will be based at **Pune** Location.


Your date of joining will be on **20/08/2020** at **Fountain head-Phoenix Marketcity Pune**.

Please confirm your acceptance of this offer by **19/08/2020** failing which the offer will be automatically revoked.

Request you to scan & send us the following documents prior to your joining us. Also, you are expected to carry the originals with one photo copy of the same at the time of joining.

- Aadhar Card (Mandatory)
- PAN Card (Mandatory)
- Three Passport Size Photographs (Mandatory)
- Address Proof (Any One) :
 - Ration Card
 - Election Card
 - Rent Agreement Copy
 - Passport Copy
 - Driving License
- Age Proof (Any One) :
 - School Leaving Certificate
 - Birth Certificate
- Educational Certificate (Any One)
 - SSC / HSC / Diploma / Degree etc.




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Ahmednagar

- Additional Certificate
Computer Training / Other Training or Course.
- Previous Work Experience Details (Mandatory)
Appointment Letter
Salary Slip for last 3 months
Relieving Letter
Previous Company PF, UAN & ESIC Number
- Personnel Bank Account Cancel Cheque / Passbook Copy

Your detailed Appointment Letter will be issued at the time of your joining subject to verification of above mentioned Documents.

Your monthly Gross Salary will be **Rs. 16316/-**.

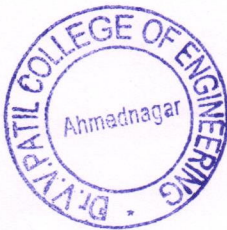
We will deduct the statutory deductions i.e. PF, ESIC / Medclaim & PT as per Govt. Norms


We look forward to your joining in our organisation at the earliest.

With Best Wishes.

FOR INA TECHEM GLOBAL SOLUTION PVT. LTD.

AUTHORIZED SIGNATORY.




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