

MANTHAN ENVIRO CONSULTANCY

PERFECT SOLUTION FOR INDUSTRIAL AND DOMESTIC EFFLUENT



To

Date:31.07.2023

Sub: Appointment Letter for ETP supervisor in Kellogg's ETP plant

Kind attention
Mss. Asawari Kulkarni

We are pleased to Offer, post of ETP supervisor in Kellogg's ETP plant in Taloja from 01.08.2023.

1 You will be working as ETP Supervisor for Manthan Enviro Consultancy in Kellogg's, Taloja plant where we have O & M contract. You are requested to join at the earliest after completing the joining formalities. Also note your services will be transferable to any other site in case of company requirement.

2 As ETP Supervisor on probation you will be paid Rs 20,000/- gross monthly salary. If your performance is found satisfactory your service will be confirmed.

3 If the performance is not satisfactory your services can be discontinued by giving one-month notice in writing from both sides.

4 You must strictly follow all the rules, regulations, safe working practices of the organization where you are working.

5 Company will not provide you accommodation in any site.

6 You will be responsible for Operation of ETP plant site supervisor, in record keeping, monitoring inventory of Chemicals consumed in Lab. & in ETP plant. Also follow the instructions given by company SHE officer & senior Manager.

7 You will discuss the analysis report with Kellogg's Officer in-charge for ETP & make changes in sampling frequency if requested.

8 Maintaining good housekeeping in ETP area will be your responsibility.



9 The operators will take out the sample for analysis as per your instructions & will follow all the instruction given by you to ensure smooth ETP operation. You visit sampling points to ensure representative sample is taken.

10 You will be trained for ETP operations to start with & if we find you suitable on the job then & then your services will be continued in consultation with Kellogg Officials.

11 You are requested to submit photocopies of educational & experience certificates within 15 days along with Photograph.

12 Submit your family details in the Bio-data format in two-week time.

Thanking you



Mr. Ramesh Satoor
Proprietor.
Manthan Enviro Consultancy

Asawari Kulkarni
Signature