

TEAM ONE

SWAMI PURNANAND ENTERPRISES

2-D-5,5-B-COLONY (D),A, RANGPURAJI/RANGABAD

EMAIL: s.purnanand.egit@gmail.com

MOBILE NO: 7254070072

Mr. Shashank Dasgupta
Junior Engineer

Subject: Appointment Letter

Dear Mr. Shashank Dasgupta,

01/02/11

Following your acceptance of the job offer letter which you signed on ~~01/02/11~~, we would like to confirm your appointment with Swami Purnanand Enterprises as a Junior Engineer. Your employment will be subject to the terms and conditions listed below.

Residence

Your starting date is 2002/08/19

Work

Your work hours are from 9AM to 5PM, Monday to Saturday.

Probation

You will be on a probation period for the first six months. Upon successfully completing the probation period, your employment will become of a permanent nature.

Salary

Your monthly salary is INR 12,000/-

Leave

You are entitled to 10 days of paid leave per year.

Further information governing your employment can be found in the signed contract as well as the employee policy document.

If you have to let customers please contact me directly or simply approach the HR Department.

Congratulations on your appointment and welcome to Swami Purnanand Enterprises. We look forward to years of fruitful cooperation and success. We wish you the best of luck in your new job.

Sincerely,

Swami Purnanand Enterprises

CP, EXLA, New Purna Sat.

SWAMI PURNANAND ENTERPRISES

PROPRIETOR