



Date: 22/12/2021

Pollution Control  
**Consultants**  
and Contractors

**Appointment letter**

**Dear Ms. Shraddha Kalidas Devadhe**

We are pleased to offer you post in EIA Department at our company. You will be posted in Aurangabad region look after as a Trainee in EIA Department related works of our company.

A brief of description of your job profile, responsibilities, salary package etc. shall be as under.

**Personal Details**

Name : **Ms. Shraddha Kalidas Devadhe**

Address-Permanent : Plot No. 57, B New S T Colony N-2 Cidco,  
Dist.Aurangabad. Maharashtra.

Address-current : Plot No. 57, B New S T Colony N-2 Cidco,  
Dist.Aurangabad. Maharashtra.

Date of Birth : 31/01/1998

**Appointment Details**

Designation : Trainee - EIA Department

Date of Engagement : 20/12/2021

**Salary, emoluments etc.**

- You shall be paid a salary of Rs. 6000/- (Rs. Six Thousand Only) per month, The deductions like PT shall be made from the above amount as per applicable rules and regulations.

**General**

- There will be 12 paid causal leave in a year, Causal leaves are to be availed with prior approval. This facility is for those who have done

**sd engineering services pvt. ltd.**

*in tandem with nature*

CIN:U29199MH2007PTC170420  
GST No.:27AAKCS8256R129



14, Age Arcade, Near Sant Eknath Rang Mandir, New Osmanpura, Aurangabad - 431 005  
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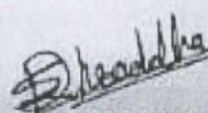
at least one year in company. In case fresher only 12 days leave allowed.

- During your employment with our company, the terms and conditions of such employment shall be regulated by the standing orders, rules & regulations as enforced by the Company from time to time.
- If you are found guilty of misconduct (including dishonesty, absence without leave, disobedience of lawful orders or instructions or any conduct calculated to bring the Company to its employees into disrepute) at any time during the period of your employment, your employment shall be terminated forthwith without notice or any payment in lieu of notice.
- During your tenure with us you will not lend your services to any other/allied company.
- Data Collection: you will collect and maintain proper data base of all clients / prospective clients like list of industries, maps and locations of industrial estates, contact details of clients.
- As per the Contract Agreement your minimum service period shall be One years. Before completion of One year, if you leave the company then you will be legally liable for the penalty as per contract agreement. The notice period for leaving company shall be 2 months.
- You will observe following during the job tenure with our company
  - a. Communication:-you shall have maintain best communication with the senior level management of the company. this includes all modes of communication like tel./ email / etc.
  - b. Reporting: you shall maintain daily dairy of important work done by you, visits made by you, outcome of meetings etc. and a weekly report of daily activities and plan for next week shall be submitted to us.

For **S. D. Engineering Services Pvt. Ltd.**

**Managing Director**



  
**Ms. Shradha Kalidas Devadhe**

I accept the terms & condition

**sd engineering services pvt. ltd.**

*in tandem with nature*

CIN:U29199MH2007PTC170420  
GST No.:27AAKCS8256R1Z0

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