

Date: 7<sup>th</sup> August, 2017

**TO WHOM SO EVER IT MAY CONCERN**

This is to certify that VIVEK KUMAR worked with our organization as Junior Architect from 12<sup>th</sup> June 2017 to 31<sup>st</sup> July 2017. During this time he worked on Architectural Drawings, Estimates and Bills, and also overlook ongoing sites.

The projects were Commercial buildings, Offices, showrooms, etc mostly in Delhi NCR and U.P. The exposure to structural drawings and coordination was also taken up with interest.

He has excellent communication skills, is innovative, efficient, creative, self-aware and a confident person.

In addition he is extremely organized, reliable and computer literate, well versed with the required software and is able to follow through to ensure that the job gets done in the stipulated time with the quality we try to maintain in our office.

We were pleased to have him in our organization and we wish him all the best in future endeavors and highly recommend him to any organization he might be willing to work for.

There are no dues pending against him and is relieved from the services at the closing hours of this date.

This certificate is issued on specific request of Mr. Vivek Kumar.

  
  
**ASHIM SRIVASTAVA**  
ALLIED DESIGN STUDIO  
GURGAON

allied



Date: 31<sup>st</sup> May 2017

## WORK EXPERIENCE

This is to certify that Vivek Kumar has worked as an architect at Team3, New Delhi since 13<sup>th</sup> July 2015 till 31<sup>st</sup> May 2017

During this period he has worked on the following projects:

### Projects

Tiverton Group Housing – Sector 50, Noida

Hospital and Women Health Care Centre – Sector 51, Gurugram

School, Sector-43, Gurugram

Creacions Group Housing – Sector-22 , Gurugram

Vivek has successfully carried out his responsibilities and has been an important member of his team. He is competent, diligent and hardworking. We wish him the best for his future endeavours.

  
Sanjay Bhardwaj

Partner



**EXPERIENCE CERTIFICATE**

This is to certify that **Mr. Vivek Kumar** final year B.Arch student of Department of Architecture, Birla Institute of Technology, MESRA, Ranchi, Jharkhand. has worked in our architectural firm as a trainee from 05/01/2015 to 25/04/2015 Which forms a part of academic curriculum (Practical Training) at Final Year B.Arch.

There are no dues towards him.

His Major responsibilities included assisting the Project Architect in the preparation of drawings and conducting periodic site visits. We have found him to be a self started who is motivated, duty bound and a highly committed team player with an eagerness to learn.

We at SWBI wish him all the success in his future endeavors.

Stamp / Seal of the firm / Organization  
SWBI ARCHITECTS PVT. LTD.  
3358/E, 13th Main Road,  
H.A.L. 2nd Stage, Indira Nagar  
Bangalore - 560 038

Signature:



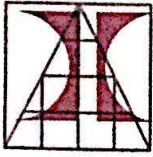
NAME : Ar. Shariq Siddiqui

COA NO : CA/85/09180

**EMPLOYER FIRM / ORGANIZATION**

NAME & ADDRESS: SWBI ARCHITECTS PVT. LTD.  
#3358/E, 13<sup>TH</sup> MAIN, SECOND STAGE HAL.

CHENNAI DELHI-NCR HYDERABAD  
Tel. +91 080 41688997



# DESIGN CREATION

Architect & Urban Planner

Ref No. DC/IA/1/018/2017

Date 07/09/2017

## APPOINTMENT LETTER

Ms/Mr. VIVEK KUMAR  
Address S/O MR. VINOD PASWAN  
LAXMAN NAGAR, GULMA, AT+POST-PHASIA  
DIST. GUMLA (JHARKHAND) PIN NO-835207  
RESI MO NO- 9470561749 MO.NO-9162710850

Date of issue of Appointment Letter 07/09/2017

Subject: Your application for the post of ASST. ARCHITECT

Dear Ms/Mr VIVEK KUMAR

We are in receipt of your application for the post of ASST. ARCHITECT. We are pleased to inform you that our organization has found you eligible for the profile described.

You are requested to report at our office as per address given below at 9:30AM on 07/09/2017 (date from when the individual is expected to join) in approval to your appointment.

This is to inform you that this letter will be null and void in case you do not report at the date and time specified in this letter.

As per our Company policy, you will be on Contract for a period of 6 Months (specify the period as per the HR policy) and then, based on your performance and review you will be taken to the next level of employment in the organization.

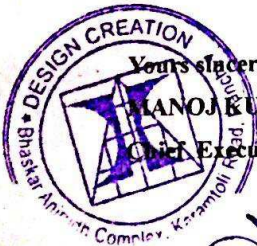
During your Contract period you are entitled to take LEAVE (specify the leaves that the employee can take as per your Leave policy). In cases of emergency for any extra leave requests however the decision will be upon the management.

We hope to have a long successful professional relationship with you and wish you all the very best.

Yours sincerely

MANOJ KUMAR

Chief Executive Architect



**DESIGN CREATION**

Architect & urban planner

4<sup>th</sup> Floor, Bhaskar Anirudh Complex

Jail More Karamtoli Road Ranchi-834001

Services • Architectural • Structural • MEP • HVAC • Interior • Urban Planning

4th Floor, Bhaskar Anirudh Complex, Jail More, Karamtoli Road, Ranchi- 834001  
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