



☎ 0651-2970775 (Office)

DESIGN CREATION

Architect & Urban Planner

Ref No. DC / 2019 / 207

Date 20/07/2019

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Gautam Kumar** employed by our company, **DESIGN CREATION** during the period starting from **01/06/2016 to 20.07.2019**.

He started in our company at the position of **ASST. ARCHITECT**. For more than 3 years and 1 month 19 days working for us. We found him very hardworking, sincere, disciplined and devoted to his work.

Moreover he demonstrated excellent behavior and attitude during his service with us. We wish him good luck and wish him all the very best in his future endeavors.

Thanks & Regards

AR. AVINASH KUMAR KESHRI

Chief Executive Architect



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

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Office No.- 07061238084

DESIGN CREATION

Architect & Urban Planner

Ref No. DC/240/16

APPOINTMENT LETTER

Date 01/06/2016

Ms/Mr. GAUTAM KUMAR

Address S/O-YOGENDRA RAY

Q.R NO-B-176 (T) NEAR DHURWA BUS STAND

DHURWA, RANCHI, JHARKHAND-834004

RESI- MO.NO-07992254899, MO NO-09406526971

Date of issue of Appointment Letter 01/06/2016

Subject: Your application for the post of ARCHITECT

Dear Ms/Mr GAUTAM KUMAR

We are in receipt of your application for the post of 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 01/06/2016 (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 066 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
4B, 4th FLOOR
BHASKAR ANIRUDH COMPLEX
JAIL MORE, KARAMTOLI ROAD
RANCHI, JHARKHAND