



# Sri Vinayak Constructions

Sri Vinayak Residency, Flat No. - A-101, Tower - A, Banshidhar Colony, Canary Hill Road  
Hazaribag - 825301 (Jharkhand)

Mobile No. : 6203851590 email : srivinayakconstruction327@gmail.com

Ref. No. .... 92 .....

Date : 08/09/2019

To,  
Chandra Shekhar Sharma  
S/O- Madho Sharma  
R/o- Dipugarha  
Dist- Hazaribagh, Jharkhand

Dear Mr. Manoj Prasad

Subject: - Offer Letter of employment

In response to your C.V. submitted to us and after having interviewed you and relying on the data submitted by you in your CV, We are pleased to offer you a position of Site **Supervisor** at location Lakhe, Korrah, Hazaribagh with mutually agreed remuneration of monthly Rupees- 10,000/- (Ten thousand only) on the following terms and condition.

1. On joining the company you would be an a training/probation for a period 2 (Two) months, with a further extension as may be decided by the employer. There will be no on employment as a consequence of this probation. However, at the end of the period of probation, your performance will be evaluated, further to which the nature of your employment with the company will be determined.
2. During the period of your employment with the company as a probationer, the Company may at any time, in its sole discretion, transfer or depute you to any other department of the Company or to any other location of the Company. In such an event the terms and condition governing your service shall be those applicable at the location of transfer or those applicable to employees of such subsidiary or affiliate as the case may be.
3. After Confirmation of your appointment at the end of your period of probation, the Company will be entitled to terminate your services by giving you one month's notice in writing, or by payment of one month salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company one clear month's notice in writing. The Company may, at its sole discretion, waive off the notice period and accept corresponding salary in lieu of the full or part of the notice period waived off.
4. During the period of your probation in the Company, you will be obliged to devote your entire time, attention and effort to the furtherance of the business of the company and to continually develop your professional skills in the interest of the company and yourself. You shall not, during your employment with the company, directly or indirectly engage yourself in or devote any time or attention to any employment or business with or without any

monetary interest, other than that of the company. During the course of your misconduct yourself or be disobedient, irregular in attendance, commit any breach of the terms of your employment or of any of the stipulations herein contained or of code of conduct of the company or any other company policy, the Company shall without notice or payment in lieu of notice and to deduct from your remuneration or dues, if any, then payable to you, the amount of any damage the company may be sustained.

5. After completion of probation period, and subject to the satisfaction of the management, your appointment in the company shall be treated as a permanent in employment with the company, and the rules and regulation of the company for permanent employees will be applicable.
6. During the probation period, the company may at its sole discretion, terminate your employment at any time without assigning any reason and without notice or any compensation in lieu thereof.
7. You will keep the company informed of any change in your residential address, phone numbers, e-mail id etc., your family status or any other personal particulars relevant to your employment.
8. The Company will deduct taxes and other statutory dues such as provident fund, professional tax, ESI contribution etc., as may be applicable from time to time from the remuneration payable to you. You will be personally responsible of your tax liabilities and other dues. The Company shall also be entitled to deduct any other sums as may be recoverable from you from time to time.
9. During the period of probation you should maintain total secrecy and confidentiality of the business policies and other information of the company and if you are found guilty of leaking out any confidential information and or documents, business policies of the company, the company will be entitled to recover/realise penalty, compensation from you for such breach of trust and the company will be entitled to take legal action against you.
10. The terms of this appointment detailed above are strictly confidential and should be treated as privileged information between you and me company. You are expected to maintain total secrecy and confidentiality.
11. A formal letter of appointment with detailed terms and conditions of employment and break up of CTC shall be issued upon your reporting for/joining the job.  
We are sure that you will find the offer challenging and avail of the opportunity to build up a career of your choice.

Please sign the duplicate of this offer letter as a token of your acceptance of our offer.

SRI VINAYAK CONSTRUCTION



ACCEPTED  
Chandra Shekhar Sharma



भारत सरकार  
GOVERNMENT OF INDIA

चंद्रा शेखर शर्मा  
Chandra Shekhar Sharma  
जन्म वर्ष: 1960  
पुरुष Male



7380 2611 5765

आधार - आम आदमी का अधिकार

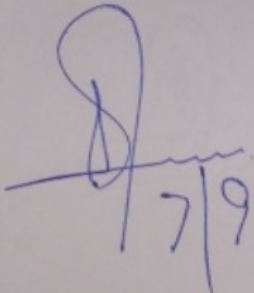
भारतीय विशिष्ट पहचान प्राधिकरण  
UNIQUE IDENTIFICATION AUTHORITY OF INDIA



Address:  
S/O: Madho Sharma  
DIPUGARA, Hazaribag,  
Hazaribagh, Hazaribagh  
Jharkhand, 825301

पता:  
S/O: माधो शर्मा दीपुगरा,  
हजारीबाग, हजारीबाग,  
हजारीबाग  
झारखण्ड, 825301

Aadhaar - Aam Aadmi ka Adhikar

  
7/9/19