

Name of the employee,  
Address of the employee.

Date: 04/09/2022

Dear Mr. / Mrs. ABHISHEK KUMAR SINGH

Sub: Letter of Appointment.

With referring to your application seeking employment with **Abhishek Singh Rathaur Construction Private Limited** and also the subsequent interviews you had with us. We are happy to offer you employment with our organization as **Accounts Manager**.

**Appointment:** Your appointment as **Accounts Manager** commenced from 05/09/2022 (date) and you will be on probation for a period of six (6) months from the date of your appointment.

**Salary:** Your monthly salary is **Rs 30,000.00/-**

**Place of work:** Your initial place of work will be the Organization's Unit located in Khelgaon, Ranchi, Jharkhand, India. However, considering Organizational requirements, you may be transferred to any other location.

We welcome you to **Abhishek Singh Rathaur Construction Private Limited** family and wish all success in your assignment with us.

Yours sincerely,

For Abhishek

Director

### Acceptance & Declaration

I hereby acknowledge the terms and conditions of this Letter and I further confirm & declare that I shall abide by the above terms and conditions.

Abhishek  
Employee Signature.