

RADHEY CONSTRUCTION

Central ASHOKA PHASE 1 Opp Ashok Nagar Road No.3,Argora,Ranchi

Date : 03/12/2023

APPOINTMENT LETTER

*Mr. Upendra Kumar
S/o:Shri Bindhyachal Chaubey
R/o: Argora,Ranchi
PIN : 834002*

SUBJECT:- LETTER OF APPOINTMENT

Dear Mr. Upendra Kumar

We are glad to inform you that you have been selected for the post of MANAGER.

Your initial place of posting will be at Ranchi.

Your joining date is 06th Dec 2023.

Your monthly salary will be Rs. 15000/- per month (including Rs. 2000/- petrol allowance).

As discussed, you will be joining us as three month provisional period, after the provisional period your salary will be Rs. 20000/- per month including petrol allowance).

Kindly submit the following document on the date of joining:-

- 1. Photo copies of certificate evidence your educational qualification.**
- 2. Copy of PAN/ Voter ID CARD.**
- 3. Residence proof**
- 4. Two photographs**

Thanking You



Dhirendra Chaubey

(Proprietor)