



# M/s. BINA CONSTRUCTION

Government Contractor (Civil & Electrical)

At - Telipara, P.O. : Hirapur, Dist.: : Dhanbad (Jharkhand)

Ref. No. : BC/Appointment/2014/02

Date: 08.04.2014

Date: .....

## APPOINTMENT LETTER

To,  
Sri Munmun Prasad Verma,  
S/o Late Shankar Prasad,  
DGMS Colony, Hirapur  
Dhanbad – 826001  
Jharkhand

Dear Sir,

With reference to your interview with us on 5<sup>th</sup> April, 2014, we are pleased to appoint you as a Manager in our organization.

1. Your duties and responsibilities will be assigned to you from the time to time by the authorized persons of the company and you will be bound by the company policies, guidelines, rules and regulations.
2. You will have to join the company on 2nd May, 2014.
3. You will be paid Rs. 10000/- per month consolidated. Other benefits will be given as per company rules.
4. The notice period will be one month on either side.

We look forward to having you with us and offer you an interesting and rewarding career with our company.

For token of acceptance please submit one signed copy of this letter on or before 15.04.2014

Yours sincerely,

For BINA CONSTRUCTION

KAJAL BAKSHI  
(Proprietor)

For BINA CONSTRUCTION

  
Proprietor