

To,
Shri. Saroj Singh
Tatisway (Near Saral Biral Public School)
Ranchi (Jharkhand)

Date : 24.09.2016

Sub: Appointment Letter

Reference to your interview, we are pleased to confirm your appointment as “**Accounts Manager**” in our organization w.e.f **03rd October’ 2016.**

A. EMOLUMENTS & OTHER BENEFITS (CTC):

1. Your remuneration stands to Rs. **2,40,000/-** per annum.

B. TRANSFER / DEPUTATION:

2. Your posting will be in the Head Office & you will report to The Designated Partners/ Managing Partner of the company for your day to day function.
3. Your services are liable to be transferred / deputed to any Work site / Department / Unit/ Branch Office as well as any / Establishment / division / branch of the company.

C. PROBATION PERIOD:

You will be on probation in our Organization for a period of **Six months** from the date of joining. If found necessary probationary period may be extended at the discretion of the Management, your services may be terminated either earlier during the probation or during extended period of probation. Unless confirmed in writing, you will be deemed to be in probation after the expiry of the probationary period or the extended period of probation. Your services will therefore be liable to be terminated without notice or specifying any reasons.

We extend to you a warm welcome to the Triveni Group family and look forward to a long and mutually rewarding association between us. You are requested to communicate your acceptance of the Appointment Letter and also indicate the date on which you are likely to join duty.

Thanking you.

With Regards
For **SHREE TRIVENI REALTORS LLP.**

SHREE TRIVENI REALTORS LLP


Partner