

PATLIPUTRA

MANGAL DEVELOPERS PVT. LTD.

Letter of Appointment

Mr. Dharmendra Kumar Singh,
Son of Sri Kishun Singh,
Add:- Near Kali Mandir,
Pandarpalla, B-Polytechnic,
Dist.- Dhanbad-828130,
Jharkhand

Subject: Letter of Appointment as Accountant Cum Project Manager

Dear Mr. Singh Jee,

We refer to your recent interview for the above position and are pleased to advise that we are offering you the position with our Company effective from 01.10.2018 under the following terms and conditions:

1. SALARY

Your salary will commence at Rs.25,000/- (Rupees Twenty Five Thousand Only) per month.

2. WORKING HOURS

Your working hours will be as follows:

Mon - Fri : 10.00 A.M. to 5.00 P.M.

Lunch Break : 01.00 P.M. to 2.00 P.M.

3. LEAVE OF ABSENCE WITH PAID LEAVE

As per Company Norms.

4. BONUS

Bonus is dependent upon the Company's profitability and your performance.

If you are agreeable to the above terms and conditions of the appointment, kindly confirm your acceptance by signing and returning the duplicate copy of this letter for our file and records.

Yours sincerely



Patliputra Mangal Developers Pvt. Ltd.
(Managing Director)

I agree to the appointment and accept the above terms and conditions of service.

Signature : 
Name : DHARMENDRA KUMAR SINGH
Date : 25/09/2018