



Petrocon
Engineers & Consultants

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OFFER LETTER

Date: 21st November 2022

Dear Ms. Manjima,

It is our pleasure to inform you that upon assessment, we have found your skills and competencies matching our requirements. Accordingly, we offer you this opportunity to team with our company with the position of "Jr. Detailer"

Your work will be full time you will be paid INR.10,000/- per month. Your starting date is on 23rd November 2022. Your working days will be Monday to Saturday from 9:00 AM to 6:30 PM.

You will be on a probation for a period of six months from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service. You are entitled to complete a contract of 1.5 years from the date of joining. Experience Certificate will not be provided before the completion of the contract period. Details and scope of your work will be provided to you on your first day of joining at the company.

Notice period of 1 months to be served to the company at the time of resignation.

Your working period with our company will entail dealing with important and sensitive information, records, and such other matters of the company. You will, therefore, be required to sign a "non-disclosure agreement" of our company on the first day of joining.

Kindly sign the copy of this letter indicating your acceptance of the above terms and conditions of this offer and return the same to us.

We look forward to having you on our team! If you have any questions, please feel free to reach out at your earliest convenience.

Authorized Signatory,

Accepted



Mohammed Rasheed
Managing Director

(Manjima)

MANGALORE • BANGALORE • HYDERABAD • DELHI • CHENNAI • DUBAI • AUSTRALIA

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