

Date: 08/04/2024

Mr. MANISH

S/o VISHWANATHA SHETTY,
SHRIRAM NIVAS KAJEKODI HOUSE,
KADAMBAR PO, NEAR VISHNUMOORTHY TEMPLE
KAJEKODI, KADAMBAR,
DIST: KASARAGOD KERALA - 671323

Sub: APPOINTMENT AS A TRAINEE

Dear Mr. MANISH

With reference to your application for training dated 08/04/2024 and the subsequent selection test/interview held on 08/04/2024 we are pleased to appoint you as a TRAINEE – DESIGN for a period of twelve months effective from 08/04/2024 on the following terms and conditions.

1. During the Training Period:
 - I. You will be paid a consolidated stipend of Rs.15000/-per month.
 - II. You will not be eligible for any other benefits / facilities that are enjoyed by the regular employees of the company.
 - III. You will attend the training punctually and regularly and devote your whole time and energy in learning the trade, acquiring the required job knowledge and skills. In this respect it should be clearly understood that the training is on the job and at the shop floor and not a class room type.
 - IV. Your superiors will intimate you the training schedule and the timings, from time to time.
 - V. You will strictly follow the instructions/orders of your superiors, and follow the rules, regulations and standing orders of the company, as in force and as amended from time to time.
 - VI. You will be responsible for safe handling and keeping in good condition all the tools, dies, gauges, jigs, fixtures, equipments, instruments and other properties of the Company including plant and machineries, computers, mobiles etc, in case of any damage breakage, loss etc. cause by you or at your instance the value of such items will be recovered from you.
 - VII. You shall not disclose or divulge any information to any one, about the Company's affairs including products, manufacturing processes, finances, or any other business activities.
 - VIII. You will be allowed 12 days leave with stipend per annum, which will be granted on pro-rata basis, subject to obtaining prior sanction/permission.
 - IX. You may be required to report for training in any working shifts of the factory, including night shifts. Your training schedules may be changed at any time depending upon the exigency of work.
 - X. Management reserves the right to discontinue your training at any time, without assigning any reason or payment of compensation thereof.

WALVOIL FLUID POWER (INDIA) PVT. LTD.

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