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Industrial Automation | SPM | PES | IT & IoT

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20-Feb-23

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Mr. Kartik Dilip Chavan,
At Post Talegaon Tal Chalisgaon,
Dist Jalgaon.
Contact No: 8208440388
Chavankartik2582000@gmail.com

Employment Offer Letter

Dear Kartik,

We are pleased to offer you the position of 'Graduate Engineer Trainee', in our Projects department.

You will join our 500+ strong family of enthusiastic, committed, and competent people. We are sure you will put in the right efforts, to build a great career and have a great time. We at FOX have built up a strong reputation for reliability and competence in our areas of Industrial Automation, Plant Engineering Services, Automation IT and Special Purpose Machines. You have an important role to enhance this.

Your appointment will be effective on your joining date, i.e., 12th Jun 2023. Your initial posting will be in Nashik. You will report to Mr. Vikram Ekhande, Manager Projects. Your position carries key responsibility. We look forward to you handling it with enthusiasm and dedication.

Your remuneration details are as discussed and informed to you. Detailed breakup will be provided at time of joining as part of your appointment letter. FOX has various employee benefits like Provident Fund, Medical Insurance, Personal Accident Insurance, ESIC etc.

The Terms of Employment are mentioned in Annexure 1 of the offer letter.

Dipti Sonawane, Manager HR, is your Single Point of Contact in FOX right up to your induction.
Dipti.sonawane@foxindia.net 9922508236.

Kindly confirm your acceptance of this offer by email within three days along with document confirming resignation submitted to your current employer.

Your confirmation and our answer to it are essential to maintain validity of this offer. Any request for change of joining date must be made at least 10 days prior to your original joining date. The new joining date should be no later than 5 working days from the original date. On your joining date, please report to FOX Solutions Pvt. Ltd., M9, MIDC Ambad.Nashik-422010.

If you need, HR can make initial stay arrangements for up to two weeks on joining. This is free of charge and subject to availability. Please ensure booking confirmation from HR in advance.

We request you to carry all the documents mentioned in Annexure 2, as well as a signed copy of this document, with the Acceptance of terms of appointment as mentioned Annexure 1 on the day of your joining.

Once again, we welcome you to join us in building a wonderful community at FOX.

Yours Sincerely,

Joy Ajwari
Director, HR & Operations

Rashmi Sharma
GM - HR

HR	I understand and accept.	Name:	Date	Sign

