



AVDHOT HEAT TREAT PVT. LTD.

(FORMERLY KNOWN AS INDUSTRIAL HEAT TREATERS & INDUCTION HARDENING COMPANY)



Date:01.02.2019

To.

Mr. Saurabh Suresh Sarang,
A/P. Malkaranja , Tal. Kalamb,
Dist. Usmanabad.

Subject: Offer of Employment

Dear Mr. Saurabh Suresh Sarang,

1. With reference to the personal interview we had with you on 29th January 2019 at Amrutvahini College of Engineering, Sangamner, we are pleased to offer you employment in our organisation on the following terms & conditions:
2. You will be appointed as "Trainee Engineer"
3. You will be on probation for a period of 6 months from the date of joining
4. Your Annual CTC will be 1.5 lacs .Your appointment is subject to verification of credentials, qualifications and referencing you have provided to the organization.
5. Your employment is subject to you being medically fit for the job.
6. You will sign necessary protocols like code of conduct, confidentiality, non-disclosure clauses on joining as per the management decisions.
7. You will sign a service (commitment) bond for a period of 2 years, including 6 months of probation on your date of joining.
8. Your performance will be critically assessed after 2 years from your date of joining. Post review, your confirmation is subject to your performance being up to the mark. Thereafter you will be subject to review on an annual basis from the date of joining.
9. You will be entitled for leaves only after 6 months that is after your probation period.
10. Based on work conditions you will be required to travel to other plant locations.
11. Your notice period during probation will be 1 month. In case you wish to leave the services after your services have been confirmed then you will be required to serve notice period of 3 months.

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12. You need to send acceptance to this offer duly signed and, scanned copy to be sent within two days of receipt. You also need to send scan copy of your resignation letter given to your existing employer within four working days of date of offer.
13. You will complete necessary joining formalities (submission of education proof, experience certificate, relieving letter, existing salary proof, bank details, id proof, address proof, etc) on the date of joining.
14. Weekly off is Saturday
15. If you accept above terms & conditions, you will join dated 10th June 2019
16. We welcome you in the family of AVDHOO HEAT TREAT PVT LTD. and look forward for a mutually rewarding long time association with us.

Thanking you,

For Avdhoo Heat Treat Pvt Ltd

Managing Director



Saurabh Suresh Sarang
I accept this offer letter

04-02-2019
(Date: -----)