

COMPANY:

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Naga Mounika

The Job Mela Conducted on 10/3/22 at \_\_\_\_\_

\_\_\_\_\_ Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of Technician  
\_\_\_\_\_ With our organization. If you join our organization, you will become  
part of a fast-placed and dedicated team that works together to provide our clients with the  
highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing:

Salary: Rs. \_\_\_\_\_ :

Date of reporting:

Place of reporting:

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

**Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.**

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskkd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelienes from the company.

Authorized signatory :

Designation :

Contact Number :

G. Sorely  
P.O.