

Date: 29 Jun 2024

Mr John Bosco L SO LAWRANCE 2674 ELANTHARUTHIVILAI EATHAVILAI KALKULAM KANNIYAKUMARI TAMIL NADU 629166KALKULAMMEKKANANDAPAMKanyakumariTamil Nadu 629166

Employee No: 3408581

Dear Mr John Bosco L

Engagement Letter - Trainee

With reference to your application to be appointed as Trainee and the subsequent interviews you had with us, we are pleased to appoint you as a Trainee under the Standing Orders of our establishment from 29 Jun 2024 and expire on 29 Jun 2025 subject to the following terms and conditions:

- 1. Your training engagement shall conclude on the 29 Jun 2025 or it can be terminated earlier with a notice period of 15 days or compensation in lieu thereof.
- 2. You will be paid a stipend as per the below annexure per month subject to ESIC Contributions.
- 3. You shall be covered under the Group Medical claim and Group Accident Policies of the Company.
- 4. You will adhere to the instructions of your trainers / mentors and abide by the rules of discipline either existing or enforced from time-to-time.
- 5. Your candidature for appointment in the same department or any other department will be considered on successful completion of the training. There is no guarantee of employment to be given to you if you could not complete the training successfully.
- 6. Any breach or violation of the instructions / rules / will render you to terminate the training engagement.
- 7. You will adhere to punctuality and shall learn the trade/work diligently.
- 8. You will not be entitled to Bonus and other benefits as applicable to regular employees.
- 9. TeamLease reserves the right to conduct background verification through an external agency. For this purpose, TeamLease may share your personal details as voluntarily disclosed by you, with the external agencies. In the event it is found that the details furnished by you is incorrect or you have concealed any material information or your BGV report is negative, your services are liable to be terminated without notice.
- 10. The nature of your relationship with TeamLease will be that of contract of service from 29 Jun 2024 and expire on 29 Jun 2025. Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.
- 11. In the event of discrepancies in your educational documents or negative background verification, company shall have the right to immediately terminate your services without any notice period.
- 12. This Offer Letter is subject to your completion of training and successfully clearing the post training assessment. In the event you do not complete the training or fail the assessment, this Offer Letter shall stand null and void.
- 13. "You shall not, either during or after termination of your employment with client give out to any third part by word of mouth or otherwise, the Proprietary and/or Confidential Information of the Company, that shall include but not limited to all information, software (whether in object or source code), statistics, data, data base, knowledge, trade secrets, inventions, products detail, know-how, formula, processes, designs, drawings, charts, maps, concepts, ideas, systems, project plans, business plans, client details, security information, any other creations of whatsoever nature, kind or description, organizational matters pertaining to company or our client. Further, you shall not at any time, whether during or after the period of employment, use such Proprietary or Confidential information or any part thereof, for your own benefit or for the benefit of any person, firm, company or other legal entity other that our client. This Non-Disclosure obligations enumerated

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Affiliated to CBSE, New Delhi. Affiliation No : 1930755 <u>OFFER LETTER</u>

26.02.2024

To

A.B Anu Blessy,

-Mulaguninavilai veedu,

Kirathoor (p.o), Ezhudesam,

Kanyakumari district,

Pincode: 629160

Dear Mam.

We are pleased to inform you that you are appointed as an English Teacher in our Institution. Your CTC is 1,92,000 per annum.

You are expected to join on <u>03-Jun-2024</u> We here with enclose a standard Code of Conduct followed in our school. As a token of your acceptance to this letter, you are requested to sign in this letter of appointment, which will be retain with us for the reference.

Also you have to submit your Educational certificates in original which will be return to you when you relieve from the school.

On behalf of the Global International School, I would like to extend you a very hearty welcome to our school. We are sure that your stay with us will prove to be long, fruitful and rewarding one- both personally and professionally.

With Regards;

For GLOBAL INTERNATIONAL SCHOOL

SCHOOL SCHOOL



S.V. ABILASH

CABIN CREW

ID No : aura119411248899

Address : Kulasekaram

Phone : 8270160718

WWW.AURABUSLINES.COM



Analog and Digital Labs India Private Limited #17 Sanhasa Square, A1, Ilnd Floor, Bharathi Park, 3rd Cross, Saibaba Colony Coimbatore - 641043 GST 33AARCA7536MTZ4, CIN 1975350722019PTC031472

APPOINTMENT LETTER

Ref: AND/AI1930/24-25/APT_LTR

June 14 2024

Dear Abisha W A, Email Id: abianitha1323@gmail.com

Congratulations on your appointment in Analog and Digital Labs India Private Limited as "Administrator cum Instructor". We extend a warm welcome and look forward to a long-lasting and mutually satisfying association with you. Please note that the employment terms contained in this letter are subject to the company policy.

This Appointment letter is placed from Human Resource Agency Partner of KELTRON on contract basis. The Contract will be renewed every 11 months and May month of every year shall be declared a holiday month with No-Pay. The tenure of the Contract will be for a period of 5 years only and the same shall be renewed every year on satisfactory performance by the you.

1. Appointment Details:

The date of appointment is effective from the date you have reported to the school.

There will be a probationary period of three months from the date of your appointment. Your performance and behavior will be evaluated periodically. Based on these evaluations, the company reserves the right to extend the probationary period up to one year or terminate your employment without compensation if your performance or behavior is unsatisfactory. The company retains the right to decide on the continuance of your employment based on your performance during this period. Your employment will be confirmed if, in the opinion of the company, you are found suitable for the appointed position.

You will be liable to be transferred in such capacity as the company may from time to time determine to any other location within your district.

2. Compensation:

You will be eligible to receive the total emoluments of Rs. 9,700 per month.

Your compensation structure will be as follows.



Analog and Digital Labs India Private Limited #17 Sanhasa Square, A1, IInd Floor,

Bharathi Park,3rd Cross, Saibaba Colony Coimbatore - 641043

GST:33AARCA7536M1Z4, GIN:U75300TZ2019PTC031472

OFFER LETTER

AND/AI1930/24-25/OFFER_LETTER

June 14 2024

Dear Abisha W A.

Greetings from Analog and Digital Labs India Private Limited. We are the Human Resource agency partner of KELTRON.

With reference to the interview, you had with KELTRON, we are pleased to offer you the position of "Administrator cum Instructor" at Analog and Digital Labs India Private Limited and you will be joining in

"School Name" - GOVERNMENT MIDDLE SCHOOL, KALIAKKAVILAI "UDISE Code" - 33300900504

"District" - KANNIYAKUMARI

As discussed, your employment terms and conditions are stated below.

Fixed Salary: INR 9,700 per month.

This offer letter is placed from Human Resource Agency Partner of KELTRON on contract basis. The Contract will be renewed every 11 months and May month of every year shall be declared a holiday month with No-Pay. The tenure of the Contract will be for a period of 5 years only and the same shall be renewed every year on satisfactory performance by you. You will serve a probationary period of 3 months.

During the initial three-month probationary period, the company reserves the right to extend or terminate your employment without compensation if your performance or behavior is unsatisfactory. Any misrepresentation, manipulation or fraudulent activities in your personal details or Interview process will lead to immediate termination of contract without compensation.

This is a letter of offer only and the appointment letter, containing detailed terms and conditions of employment is attached herewith. As mutually agreed, your joining date shall be from the date you report to the allocated school.

For Amalog and Digitals Labs India Private Limited

Prince Antony Manager HR Telephone/FAX No. 08028478411

Frontier HQ (Spl Ops) Border Security Force, PO: AFS Yelahanka Bangalore-560063.

No. 423/Rectt-CT(GD)SSC-22/Ftr BGLR/23/6569-72

Dated the 28th Aug' 2023

To

ROLL NO.9211002872

ABI S M, D/O B SUDHI

13, 85 KAKKATHOOKIVILAI,
PADANTHALUMOODU
KANYAKUMARI,
TAMIL NADU -629163
MOBILE NO- 9042184406
E-MAIL ID- roobiabi@gmail.com

विषय:-सीमा सुरक्षा बल में आरक्षक (जीडी) पद के लिए चयन-2022 Sub:- <u>SELECTION FOR THE POST OF CT (GD) IN BSF - 2022</u>

कर्मचारी चयन आयोग परीक्षा—2022 के माध्यम से केंन्द्रीय सशस्त्र पुलिस बल, असम रायफल, राष्ट्रीय अन्वेषण एजेंसी और सचिवालय सुरक्षा बल में आरक्षक (जीडी) के पद के लिए आपके द्वारा किए गए आवेदन और कर्मचारी चयन आयोग के दिनाँक 20 अगस्त 2023 को घोषित परिणाम के संदर्भ में मुझे आपकों सूचित करने का निर्देश हुआ है कि आपको सीमा सुरक्षा बल में आरक्षक (जीडी) के पद के लिए 7वें कॅन्द्रीय बेतन आयोग की संशोधित वेतन तालिका स्तर—3 अर्थात रू. 21,700 से 69,100/— और केंद्र सरकार के कर्मचारियों को समय—समय पर स्वीकार्य अन्य भत्तों के साथ निम्नलिखित नियमों एवं शर्तों के अधीन अस्थाई रूप से नियुक्त किया गया है:—

With reference to your application for the post of <u>Constable (GD)</u> in CAPFs, AR, NIA, and SSF through SSC Examination-2022 and result declared by SSC on dated 20th Aug 2023, I am directed to inform you that you have been provisionally selected for the post of <u>Constable (GD)</u> in BSF in Revised Pay matrix Level-3 of 7th CPC i.e. Rs. 21,700 to 69,100/- and other allowances as admissible to Central Govt. employees from time to time subject to following terms and conditions:-

- (क) रिपोर्ट करने पर, प्रारम्भिक चिकित्सा परीक्षा और शामिल होने की तारीख के बीच की अवधि के दौरान हुई किसी भी बीमारी/विकलांगता/आकस्मिक चोट का पता लगाने/जांच करने के लिए,चिकित्सा अधिकारी द्वारा आपकी चिकित्सा जांच की जाएगी और 'फिट' पाए जाने पर ही आपको जौड़न करने की अनुमति दी जाएगी।
- (a) On reporting, you will be medically examined by Medical officer to detect/discover any disease/disability/accidental injury acquired during the intervening period of initial medical examination and date of joining and you will be allowed to join only on being found "FIT".
- (ख) आपसीमासुरक्षा बल अधिनियम-1968 एवंसीमासुरक्षा बल नियम- 1969 के समय-समय परसंशोधितप्रावधानोंतथा समय-समय परलागूकेंद्रसरकार के अन्य आदेशों, नियमोंऔरविनियमों के अधीन शासितहोंगे।
- (b) You will be governed by the provisions of BSF Act 1968 and BSF Rules 1969 as amended from time to time and other Central Government Orders, Rules and Regulations as applicable from time to time.

- (ग) आपके चिरत्र एवं पूर्ववृत्त के सत्यापन की प्राप्ति और आपके द्वारा कोई भी तथ्यात्मक जानकारी छुपाई नहीं गई है, जो कि एक अयोग्यता के रूप में आपको सरकारी नौकरी के लिए अनुपयुक्त बनाएगी, की संबंधित प्राधिकारी से पुष्टि होने पर आपकी नियुक्ति तुरंत नियमित कर दी जाएगी।
- (c) Your appointment will be regularized immediately on receipt of verification of character & antecedents and confirmation from the concerned authority that no factual information has been suppressed, which would be a disqualification and render you unfit for employment under the Government.
- (घ) प्रारंभ में आपको दो वर्ष की परिवीक्षा अवधि पर रखा जाएगा, जिसे नियुक्ति प्राधिकारी द्वारा लिखित रूप में दर्ज किए जाने वाले कारणें से आगे की अवधि के लिए या ऐसी अवधि जो एक वर्ष से अधिक न हो के लिए बढ़ाया जा सकता है। परिवीक्षा अवधि के दौरान, यदि नियुक्ति प्राधिकारी को लगता है कि किसी भी कारण से आप बल का एक कुशल सदस्य बनने के योग्य नहीं हैं, तो बिना कोई कारण बताए या बिना किसी अग्रिम नोटिस के आपकी सेवाएं समाप्त की जा सकती हैं।
- (d) Initially you will be on probation for a period of two years, which may be extended by the appointing authority for such further period or periods not exceeding one year, for reasons to be recorded in writing. During the period of probation, if the appointing authority considers that you are not likely to become an efficient member of the Force due to any reason, your services can be terminated without assigning any reasons or without any advance notice.
- (ड) यदि आप केंद्र या राज्य सरकारों या स्थानीय निकायों के तहत नौकरी, जिसके लिए कैंडर क्लीयरेंस दिया गया है, स्वीकार करने के अलावा अन्य कारणों से 10 साल की अवधि के भीतर सेवा से त्यागपत्र देते हैं, तो आपका त्यागपत्र प्रशिक्षण खर्च या 03 महीने के वेतन और भत्तों जो भी अधिक हो, को सरकार को वापस करने के बाद ही स्वीकार किया जायेगा।
- (e) If you tender resignation from service within a period of 10 years for reasons other than accepting a job under Central or State Governments or local bodies for which cadre clearance has been granted, your resignation may be accepted only after you refund to Government training cost or 3 months' pay and allowances last drawn by you, whichever is higher.
- 2. आपकी उम्मीदवारी अस्थायी है और मूल दस्तावेजों जैसे कि शैक्षिणक एवं अन्य तकनीकी योग्यता प्रमाण पत्र, अःयु प्रमाण के रूप में मैट्रिक या समकक्ष प्रमाण पत्र, जाति प्रमाण पत्र, स्थाई निवास प्रमाण पत्र और संबंधित सिविल प्रशासनिक प्राधिकारी से इनके सकारात्मक सत्यापन के अधीन है।
- 2. Your candidature is tentative and subject to production of original documents such as Certificate of education and other technical qualifications, Matriculation or equivalent certificate as proof of age, Caste Certificate & Domicile certificate and its positive verification from concerned civil administrative authorities.
- 3. पहली नियुक्ति पर ज्वाइन करने के लिए आप किसी भी यात्रा / दैनिक भत्ते के लिए पात्र नहीं होंगे।
- 3. You will not be entitled for any TA/DA for joining your first appointment.
- नियुक्ति का प्रस्ताव निम्नलिखित शर्तों के अधीन है:-
- 4. Your appointment will be further subject to:-
 - (i) सीसुबल नियमावली, 1969 के नियम-7 में प्रावधान है कि एक व्यक्ति जिसने पित या पित के जीवित रहने पर विवाह किया है या विवाह का अनुबंध किया है अथवा जिसने किसी ऐसे व्यक्ति के साथ विवाह किया है या विवाह का अनुबंध किया है जिसका पित या पित्न जीवित है, वह बल में नियुक्ति का पात्र नहीं होगा।

- (i) Provisions of Rule-7 of BSF rules -1969 envisage that a person who has entered into or contracted a marriage with a person having spouse living or who having a spouse living has entered into or contracted a marriage with any person, shall not be eligible for appointment in the Force.
- (ii) भारत के संविधान के प्रति निष्ठा / विश्वनीयता की शपथ लेना (या इस आशय का निर्धारित प्रपत्र पर सत्यनिष्ठा पूर्वक प्रण करना)
- (ii) Taking of an eath of allegiance/faithfulness to the constitution of India (or making a solemn or affirmation to that effect in the prescribed form).
- 5. आपको एक निर्दिष्ट अवधि के लिए बुनियादी प्रशिक्षण दिया जाएगा। बुनियादी प्रशिक्षण में असफल होना आपको बल में आगे बने रहने कि लिए अयोग्य बना देगा।
- You will be put through Basic training for a specified period. Failure in Basic training shall render you unfit for further retention in Force.
- 6. आप भारत के किसी भी भू-भाग के साथ-साथ विदेश में भी सेवा करने के लिए उत्तरदायी होंगे।
- 6. You shall be liable to serve in any part of India as well as abroad.
- 7. आपकी नियुक्ति अस्थाई है जो आपके चरित्र एवं पूर्ववृत, शैक्षिणिक, तकनीकी शिक्षा प्रमाण पत्र एवं जाति/जनजाति/अन्य पिछड़ा वर्ग प्रमाण पत्र के उचित माध्यम से सत्यापन के अधीन है। यदि सत्यापन के दौरान कोई भी दावा/जानकारी गलत पाई जाती है तो भारतीय दंड संहिता/सीसुबल अधिनियम और अन्य विधि प्रावधानों के तहत की जाने वाली ऐसी आगे की कार्रवाई पर प्रतिकूल प्रभाव डाले बिना आपकी सेवा बिना कोई कारण बताए तत्काल समाप्त कर दी जाएगी।
- 7. The appointment is provisional and subject to your character and antecedent, education and the caste/tribe/OBC certificate being verified through proper channel. If the verification reveals that any of your claim/ information is false, your service can be terminated forthwith without assigning any further reason and without prejudice to such further action, as may be taken under the provisions of the Indian Penal Code/ BSF Act or any other law.
- 8. आप केंन्द्र सरकार द्वारा 01 जनवरी 2004 से सेवा में आने वाले नए कार्मिकों के लिए पुनर्गठित लागू की गई नई परिभाषित अंशदायी पेंशन प्रणाली के अनुसार पेंशन लाभ प्राप्त करने के लिए पात्र होंगे। इसलिए, आपको नियुक्ति की तारीख से नई पेंशन प्रणाली के लिए मूल वेतन और मंहगाई भत्ते के 10: की दर से मासिक योगदान करना होगा।
- 8. You will be entitled the pensionary benefits as per new restructured DEFINED CONTRIBUTORY PENSION SYSTEM applicable for the new entrants to the Central Govt. Service from Jan 2004. Therefore, you would make monthly contribution@10% of the Basic pay and DA towards the new pension system from the date of appointment.
- 9. आपको सूचित किया जाता हैं कि आप सीमा सुरक्षा बल के भर्ती पोर्टल में जाकर यूजर आई डी (उम्मीदवार का नाम) एवं पासवर्ड (जन्म दिनांक डीडी / एमएम / वाईवाईवाईवाई) डालकर खोलने के उपरांत उसमें दर्शाये गये निम्नलिखित फार्म भरकर पुनः पोर्टल में सबमिट करेगें :--
 - (क) नोमिनेशन फार्म।
 - (ख) इनरोलमेंट फार्म।
 - (ग) अटेस्टेशन फार्म।
- 9. You are informed to open BSF recruitment portal with user ld (Name of Candidate). and password (Date of Birth, DD/MM/YYYY) and following forms to be filled and be submitted
 - (a) Nomination Form
 - (b) Enrolment Form
 - (c) Attestation Form

- 10. यदि आप ऊपर उल्लेखित नियमों और शर्तों को स्वीकार करते हैं, तो आपको पुनः चिकित्सा परीक्षा और उसके बाद नामांकन औपचारिकताओं के लिए निम्नलिखित इस्तावेजों के साथ दिनांक 27.10.2023 को मुख्यालय महायक प्रशिक्षण केन्द्र, बैकुण्टपुर कैम्प सीमा सुरक्षा बल, पोस्ट- सालागुड़ा, जिला जलपाईगुडी, पश्चिम बंगाल 734003 पर रिपोर्ट करने के लिए निर्देशित किया जाता है:-
- 10. If you accept these terms and conditions mentioned above, you are hereby directed to report on <u>27.10.2023</u> at Subsidiary Training Centre, BSF Baikunthpur Camp, PO-Salugara, Distt- Jalpaiguri, West Bengal- 734003 alongwith following documents for remedical examination and subsequent enrolment formalities:-
 - (क) निर्धारित प्रारूप में दो राजपत्रित अधिकारियों द्वारा जारी चरित्र प्रमाण पत्र। (प्रतिलिपि संलग्न)
 - (a) Character certificates from two Gazetted Officers in prescribed format. (Copy enclosed)
 - (ख) यदि आप सरकारी / अर्ध सरकारी सेवा में सेवारत हैं, तो निर्धारित प्रारूप में मूल विभाग से सेवामुक्ति प्रमाण पत्र।
 - (b) If you are serving in Government/Semi Government Service, discharge/release certificate from parent department in the prescribed format.
 - (ग) राजपत्रित अधिकारी द्वारा विधिवत सत्यापित पांच पासपोर्ट आकार की नवीनतम फोटो।
 - (c) Five passport size latest photographs duly attested by a Gazetted Officer.
 - (घ) स्थाई निवास/आवासीय प्रमाण पत्र।
 - (d) Domicile/Residential certificate.
 - (इ.) आधार कार्ड, पैन कार्ड एवं आपके बचत बैंक खाते (स्टेट बैंक ऑफ इंडिया) के पहले पृष्ठ की प्रति।
 - (e) Aadhar Card, PAN Card, Copy of front page of your savings bank account (in SBI)
 - (च) मैस में जमा / व्यय करने के लिए आपके स्वयं के खाते में पर्याप्त धनराशि।
 - (f) Sufficient money in your account for your own mess deposit/ expenditure.
 - (छ) आपका आवश्यकतानुसार, व्यक्तिगत सामान जिसमें पहनने योग्य कपड़े और बिस्तर एवं दैनिक उपयोग की अन्य वस्तुएं हों।
 - (g) Personal belonging including proper clothing and bedding and other items of daily use which may be required to you.

Note: - Helpline Number for assistance:-

टिप्पणी:- सहायता के लिए हेल्पलाइन नम्बर:-

03532950211 सहायक प्रशिक्षण केन्द्र, सीमा सुरक्षा बल, बैकुण्टपुर

03532950211 STC BSF Baikunthpur, नजदीकी रेल्वे स्टेशन – न्यू जलपाइगुडी

Nearest Rly Station - New Jalpaiguri.

Recruiting Officer वास्ते महानिरीक्षक

For Inspector General सी.मु. (विशेष संकिय) बैंगालूरू सीसुबल Ftr HQ (Spl Ops) BSF Bglr

新一 vy to:-

: सहायक प्रशिक्षण केन्द्र, सीमा सुरक्षा बल, **बै**कुण्ट**पु**र

1. : STC BSF Baikunthpur

2. : कार्निक की सेवा पुस्तिका हेतु।

2. : Dossier of concerned pers.

3. ; फाइल।

3. : File

BSRAI EDUTECH PRIVATE LIMITED

Salary Slip (01 Aug, 2024 - 31 Aug, 2024)

SARANLAL	Phone No	9597913670	Monthly Gross Salary	₹ 10,000	
Department Stem Innovative Er			Emp ID	E072	

Payment & Salary (01 Aug, 2024 - 31 Aug, 2024)

Earnings	Activity Date	Amount
Basic + DA		₹ 5,806.45
Total Earnings		₹ 5,806.45

Net Payable (Earnings) Five Thousand Eight Hundred Six Rupees and Forty Five Paise ₹ 5,806.45

Attendance Summary (01 Aug, 2024 - 31 Aug, 2024)

Present - 12	Absent - 2	Half Day - 0	Not Marked - 11	
Overtime - 0:00 Hrs	Fine - 0:00 Hrs	Leaves - 6	Payable Days - 18	

Date	Attendance Detail	Notes
01 Aug Thu	Not Marked	
02 Aug Fri	Not Marked	
03 Aug Sat	Not Marked	
04 Aug Sun	Weekly Off	
05 Aug Mon	Not Marked	
06 Aug Tue	Not Marked	
07 Aug Wed	Not Marked	
08 Aug Thu	Not Marked	
09 Aug Fri	Not Marked	

BSRAI EDUTECH PRIVATE LIMITED

Salary Slip (01 Aug, 2024 - 31 Aug, 2024)

SARANLAL	Phone No	9597913670	Monthly Gross Salary	₹ 10,000	
Department Stem Innovative Er			Emp ID	E072	

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06 Aug Tue	Not Marked	
07 Aug Wed	Not Marked	
08 Aug Thu	Not Marked	
09 Aug Fri	Not Marked	

MAHAR Reg + Souger REGD BY POST/ BY HAND

Telephone: 0431-2412254

E-mail: recruiting0443.tn@nic.in

Army Recruiting Office Garuda Lines, Cantonment Tiruchirappalli-620001

D/431/Desp/AV Rally/2024-25

30 Sep 2024

Name - JISHOVISHAL V.C S/O - VINCENT. T

HNO - 1/169

Street - KALLU VETTAN KUZHI

VIII - KULAPURAM

Post - KULAPPURAM

Teh - KILL 1300 Q

Distt - KANNIYA KUMARI

PIN - 629153

State - TAMIL NADU

Ph No - 8754886095

Email - jisho Vishal 9@ grail com

CALL LETTER: AGNIVEER

- Refer to Agniveer Recruitment Rally Thoothukudi Notification for the Recruiting Year 2024-25 dated 12 February 2024, result of ARO Tiruchirappalli declared on 28 Sep 2024 at joinindianarmy.nic.in website and Roll No. CH.E. TAM - TI.R. AVCID - 2024 - 10 4162
- It is intimated that you have been declared successful in the said examination and tentatively selected for enrolment in the Army.
- You are advised to submit the following documents duly completed in all respect to this office by 07 Oct 2024 for compilation of your enrolment and despatch to Training Centre. Despatch date will be intimated later on completion of the documentation process.
 - Original Education Certificate and two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer stamp in English.
 - Original Transfer Certificate and two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer.
 - e-Nativity Certificate duly affixed with recent colour passport size photograph issued by Tehsildar/ District Authorities and two Xerox copies duly attested by Notary/ Gazetted officer/ Village Administrative Officer (VAO).
 - e-Community Certificate duly affixed with recent colour passport size photograph issued by Tehsildar/ District Authorities and two Xerox copies duly attested by Notary/ Gazetted officer/ Village Administrative Officer (VAO).
 - Original Religion Certificate affixed with recent colour passport size photograph issued by Tehsildar/ District Authorities and two Xerox copies duly attested by Notary/ Gazetted officer.
 - Fresh Affidavit giving his personal details as per Appendix 'D' of Agniveer Recruitment Rally Notification duly attested by Tehsildar/ Executive Magistrate/ Sub Divisional Magistrate of the concerned Tehsil with round stamp should sign it and two Xerox copies of each certificate duly attested by Notary/ Gazetted officer.
 - Online Police Verification affixed with recent colour passport size photograph and two Xerox copies duly attested by Notary/ Gazetted officer.
 - Unmarried Certificate as per Appendix 'F' of Agniveer Recruitment Rally Notification duly signed by VAO/ Municipal Corporation of the concerned Tehsil with English stamp & round stamp should sign it and two Xerox copies duly attested by Notary/ Gazetted Officer/ and two Xerox copies duly attested by Notary/ Gazetted officer/ Village Administrative Officer (VAO).
 - NCC certificate A/B/C and state level or above Sports Certificate of three Xerox copies duly attested by Notary/ Gazetted officer.
 - Parent Consent Certificate (Only for those who are below 18 years age duly signed by parent/ guardian and countersigned by a Gazetted Officer).
 - Relationship Certificate from Records Office, father's discharge book/pay book and Affidavit as per Appendix 'B' of Agniveer Recruitment Rally Notification duly signed by 1st Class Magistrate/ Excutive/ Judicial Magistrate in original (Son of Servicemen/ Son of Ex-servicemen/ Son of Widow/Son of War Widow). Two Xerox copies duly attested by Notary/ Gazetted officer. (if name mistake one additional affidavit to be required).

- (m) Misc documents (Photocopy of Aadhar Card, PAN Card, Bank Details (Single & Joint with Mother) of three Xerox copies duly attested by Notary/ Gazetted officer.
- (n) Twenty passport size recent colour photographs.
- (o) Character certificate from Headmaster/ Principal as per copy attached (two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer).
- (p) Pre-Verification Form from Police Station concerned as per copy attached (two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer).
- (q) Affidavit for details of family members as per copy attached (two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer).
- (r) Character/ Pre-Verification Certificate from Village Administrative Officer (VAO) alongwith proof of date of birth of brothers below 18 years of age & Family Group photo of all members, duly verified by the village Administrative officer with his english stamp affixed. The candidate must write the names of each member of his family below the photograph with relationship and sign it. Copy attached (two Xerox copies duly attested by Headmaster/ Principal/ Gazetted officer/ Village Administrative Officer (VAO).
- 4. It is further informed that **No cutting or overwriting on any documents/ certificates** will be accepted. Only amendments, if any will be permitted, if signed by issuing authority duly affixed the same stamp as the original.
- 5. All particulars of candidate fill up in capital letter and all stamps should be in English language.
- 6. Name of candidate and date of birth should be as per SSLC marks sheet, Father's Name as per Transfer Certificate, Caste as per Community Certificate and address as per Nativity Certificate.
- 7. All candidates to carry money not more than ₹ 2000/- for train reservation from Tiruchirappalli to training centre and NO any candidate will stitch mufti dress. Candidate will be desp in light colour full sleeve shirt and any dark colour formal pant with formal leather shoes & belt.
- 8. Your final selection depends on your physical/ medical condition and production of genuine certificates as mentioned above.



Enclosure. As above

Many Office Admit Office Army Recruiting Office Tiruchirappalli

Selected candidates are required to bring following items alongwith their luggage on the day of despatch: -

- (a) ONE BAG OR PREFERABLY SUITCASE WITH LOCK AND CHAIN.
- (b) 01 PLATE, SPOON, GLASS AND OTHER EATABLE ITEMS AS PER THEIR REQUIREMENT.
- (c) MOSQUITO NET, BED SHEET & BLANKET (AS PER LOCATION OF TRAINING CENTRE).
- (d) SHAVING KIT.
- (e) TWO PAIRS OF CIVIL DRESS.
- (f) ONE PAIR OF SPORTS SHOES.
- (g) NO CANDIDATE WILL WEAR RING, GOLD CHAIN WATCH AS ANY OTHER VALUABLE ITEMS.
- (h) TOWEL LARGE, BATHING & WASHING SOAP, TORCH LIGHT.

REGD BY POST 2 STC, PANJI GOA

03-Oct-2023

	Roll No	2ST/T.N/AGD/100923/140152	
	Name	ABHIN R	
Ī	5/0	RAMAKRISHNAN T	
	Village	METHUKUMMAL	
	Tehsil	KILLIYOOR	
	Post	CHATHENCODE	
	District	KANNIYAKUMARI	
	State	TAMILNADU	
	Pin	629153	



CALL LETTER FOR DESPATCH : CEE 10-09-2023

Dear Candidate,

1. Congratulation, You have provisionally been selected for recruitment in AGNIVEER (GENERAL DUTY) on the basis of the merit of CEE held on 10-09-2023. Your candidature will be final only after clearing the 'Medical Examination', detailed checking/verification of complete documents and fulfillment of all

2. You are hereby directed to report to 2-STC, PANJI GOA at the earliest by 28-Oct-23 alongwith the following documents in original, for enrolment formalities and subsequent despatch to training center:-



S. ABIJITH

CONDUCTOR (CLR) KUZHITHURAI - I



DEALERS IN RAW RUBBER 64/1,Cherumankonathu Vilai, Aramannam, Kulasekharam - 629 161. Kanyakumari Dist. TIN No.: 33516166683 RBD. NO. 2630543 Q: 9442076042

Ref:

Date:.....



Directorate of Manpower Planning & Recruitment C WING, Sena Bhawan Naval Headquarters Ministry of Defence New Delhi – 110011 Oct 2024

CALL LETTER FOR ENROLMENT IN THE INDIAN NAVY AGNIVEER (SSR) 02/2024 BATCH

Dear **ASHIK A S**,

- 1. This is to inform you that you have been provisionally selected for recruitment in the Indian Navy for **Agniveer (SSR)**02/2024 batch. Your enrolment will be subject to your clearing the documents verification & various tests (Screening, Entry Behavior test, medicals etc.) being conducted for the particular entry as applicable, on arrival at INS Chilka.
- 2. You are to report to the Recruiting Office, INS Chilka on 07 November 2024 06:00 AM.
- 3. You have been appointed against your registration number G2407031AL.
- **4.** Your present selection will stand cancelled and you will have no claim for enrolment in the Indian Navy, on any of the following grounds:
 - (a) If you are found medically unfit.
 - (b) In case you fail to report on the date and time mentioned at Para 2 of this letter.
 - (c) Failure to bring with you the documents/ items mentioned in the joining instructions.
 - (d) Particulars / Information uploaded or declared during application process not matching with original documents.
- 5. Please get your Pre-Enrollment police verification certificate completed, duly signed by police authority, and bring the same to INS Chilka. Candidates unable to produce valid and duly completed Police Verification Certificates shall be liable for rejection.
- 6. Your basic training at INS Chilka will cover the following:
 - (a) Academic and service subjects.
 - (b) Sports Activities.
 - (c) Outdoor training such as Parade Training, Sailing, Boat Pulling, Swimming, Cross-Country, Trekking, Firing etc.
 - (d) Service oriented activities including maintenance of equipment, living spaces, training areas etc.
- **7.** You are liable to be discharged as 'unsuitable' if your progress or conduct is unsatisfactory in any field during probationary / training period, in accordance with Regulation 278 (4) of the Regulations for the Indian Navy Part III (Statutory).
- **8.** Post enrolment during the period of training and thereafter, if certain diseases/ ailments are detected which were not detected during induction medical, you will be invalided out from the service through a Medical Board as per current orders.
- **9.**During your training period and thereafter, you will be entitled to pay and allowances (as applicable under Agnipath scheme), entitled uniforms, food and accommodation. On completion of training you will be entitled to the laid down services and benefits as provided for, in the regulations as applicable for Agniveer entry. Your service conditions will be governed by current orders.

 Warning against Impersonation

Candidates' identity will be verified using technological means and biometrics. If impersonation is detected, concerned candidates will be disqualified at any stage of selection, training or service and debarred from further selection opportunities. Also, candidates involved will be prosecuted under BNS Section 318 (Cheating), 338 (Forgery of valuable security), 336 (forgery for cheating) and 340 (using genuine as forged).

NOTE:

- 1. This is a computer-generated report and does not require signature.
- 2.Please download the joining instructions for further action. The candidate is required to carry the downloaded copy for reporting at Chilka.

دولة الامارات العربية المتحدة **UNITED ARAB EMIRATES**





جهة ال صدار: Place of Issue

عدد المرافقين: Accompanied by

784200370753608

202/2024/2/220406

V1936957

فاسلين روشو فارغيز اس فارغيز

VASLIN RUSHO VARGHEESE S VARGHEESE

مراسل

MESSENGER

نون ای کومرس لمالکها نون ایه دی هولدینغز شرکه الشخص

تأريخ الانتمار،

تاريخ إصدار القامة الواحد ش ذمم NOON E COMMERCE OWNED BY NOON AD HOLDINGS ONE PERSON

COMPANY L.L.C

التوقيع Sign.

رقم الموية :

رقم الجواز

Passport No.

المنا

Profession

Employer

Issue Date

صاحب العمل :

ID Number

File

INDIAN COFFEE WORKERS CO-OPERATIVE SOCIETY LIMITED, JABALPUR (REGISTERED NO 1485)

Ref: ICWCS/ESTT/APPOINTMENT 2021-2025/NO. 351/IBP

Date: 01-06-2024

APPOINTMENT ORDER

Shri Abijith S Rl. No. 16967), having been found suitable for appointment, he is appointed with the Society as unskilled worker w.e.f. 01-06-2024 and posted to the Indian Coffee House, HYDERABAD, NMDC.

THE APPOINTMENT IS SUBJECT TO THE FOLLOWING CONDITIONS:-

- He has to undergo a period of probation of "Six Months" according to the Rules of the 1.
- He shall be governed by the Rules of the Society, framed from time to time. 2.
- His character & antecedents are to be found satisfactory on verification. 3.
- His appointment is purely temporary & can be terminated at any time without Notice 4 or assigning reason whatsoever.
- He shall be permitted to draw pay & allowance admissible to the post fixed from time 5. to time.
- He should perform such duties as entrusted by the society from time to time to the 6. entire satisfaction of the Superiors.
- If he wish to leave the service voluntarily, Notice for a period of not less than one 7. month, should be served or in default one month's pay in lieu of Notice is to be paid to the Society.
- The Scale of pay will be 9900 400 13500 plus other Allowance. (Basic pay Rs. 11,900.00, 8. Dearness Allowance Rs. 11,400.00 and Medical Allowance Rs. 2,700.00 Total Rs. 26,000.00) (Total salary is exclusive of "House Rent Allowance").
- He shall be liable for transfer from one Indian Coffee House to another according to 9. requirement of the Society, as decide by the Managing Committee from time to time.

ICWCS LTD., JABALPUR.

Copy to: Shri. Abijith S (Rl. No. 16967),/The Chief General Manager/ The Manager, Indian Coffee House, HYDERABAD, NMDC./ Personal file of Shri. Abijith S/Office file.







Affiliated to CBSE, New Delhi. Affiliation No : 1930755 OFFER LETTER

26.02.2024

To

R.K Gowri,

6/64, Near L M Area Primary school,

Villukuri (p.o),

Kanniyakumari Dist

Dear Mam,

We are pleased to inform you that you are appointed as a Physical Education Teacher in our Institution. Your CTC is 1,20,000 per annum.

You are expected to join on <u>03-Jun-2024</u> We here with enclose a standard Code of Conduct followed in our school. As a token of your acceptance to this letter, you are requested to sign in this letter of appointment, which will be retain with us for the reference.

Also you have to submit your Educational certificates in original which will be return to you when you relieve from the school.

On behalf of the Global International School, I would like to extend you a very hearty welcome to our school. We are sure that your stay with us will prove to be long, fruitful and rewarding one-both personally and professionally.

With Regards,

For GLOBAL INTERNATIONAL SCHOOL

Correspondent







ALL SAINTS' UP SCHOOL, MANIVILA

Dhanuvachapuram P.O. TVM Dst. Ph: 0471 2252307

IDENTITY CARD



SAJINSJ

9188531517

LAMBORE PARK







Affiliated to CBSE, New Delhi. Affiliation No: 1930755

OFFER LETTER

26.02.2024

To

Y. Sherlin,

D/0 Yesu Dhas

10 /4B, Kusavan vilai,

Nattalam post,

Nattalam star junction

629165

Dear Mam,

We are pleased to inform you that you are appointed as a **Physical Education Teacher** in our Institution. Your CTC is **1,20,000** per annum.

You are expected to join on <u>03-Jun-2024</u> We here with enclose a standard Code of Conduct followed in our school. As a token of your acceptance to this letter, you are requested a sign in this letter of appointment, which will be retain with us for the reference.

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with Regards.

FOR GLOBAL INTERNATIONAL SCHOOL







Date: 14-10-2024

Appointment for post of Executive - Trainer RSA

Dear Yadhu Krishnan S (ED7055)

We are pleased to offer you, the position of **Executive - Trainer RSA** with Edujobs **Academy Pvt. Ltd.** on the following terms and conditions:

Commencement of Employment

Your appointment will be effective, as of 15-10-2024.

Contract Period

You will be on contract for a minimum of **6 months till 15-04-2025** which may be extended or confirmed in writing after a satisfactory assessment t of your performance based on the Performance Measurement System (PMS) of evaluation.

Compensation Details

Your salary and other benefits will be as set out in Annexure 1, hereto. Your monthly fixed CTC will be Rs. 24,950.00.

Place of posting

You will be posted at **Trivandrum_2**. You may however be required to work at any place of business which the Company has, or may later acquire. You may be redeployed to any other process of the client at any point of time within the duration of your employment.

Hours of Work

The normal working days are Monday through Saturday. (Sunday being Weekly Off). You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from **9.30 AM to 6.00 PM** and you are expected to work not less than **8.5 hours** qualifying a full days' work, and if necessary for additional hours depending on your responsibilities.

Leave/Holidays

During contract period you would be entitled for a paid Leave subject to a maximum of 0.5 days in a month. However no Leave shall be granted on the first month of joining.

Company Assets

You will always maintain in good condition company assets such as ID cards, access cards, laptops, etc. which may be entrusted to you for official use during the course of your employment and shall return all such assets to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.



8, Moulavi Majibur Rehman Sarani,

Kolkata - 700017





Helpline Number 95999 14411





Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

Non-Competence

"In consideration of the employment offered to you, You, during the term of your employment and for a period of two years thereafter, will not, directly or indirectly, engage in any business or activity that is competitive with the business of 2COMS Group. This includes, but is not limited to, working for a client, working for a competitor of 2COMS Group, starting your own business that competes with, or providing services to any competitor that serves clients, or providing services to any client of 2COMS Group.

You also will not disclose any confidential information of 2COMS Group to any third party, including but not limited to competitors of 2COMS Group.

Furthermore, you will not solicit or poach any of the existing clients for a period of 2 years following the last day of your employment."

BGV

The company reserves the right to conduct reference checks and background verifications. Your employment with the company is contingent to the successful completion of personal and professional reference and background verifications. By accepting this offer cum appointment letter, you are giving consent to all such background verification reference checks that would be carried out in relation to your employment with us. Further, you also understand and agree that incase of any false or inaccurate information provided by you, or unsatisfactory reference / Background verification report, your service will stand terminated without any further notice.

Termination

Your appointment can be terminated by the Company, without any reason, by giving you **7 days**′ prior notice in writing or salary in lieu there off. You may terminate your employment with the Company, without any cause, by **7 days**′ prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

Confidential Information

During your employment with the Company, you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.











You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

At no time, will you remove any Confidential Information from the office without permission.

Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

Intellectual Property Right

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use, utilize and exploit such improvement and you shall assign all rights thereof to the company for the purposeof seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.











Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement,

maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Kolkata & is therefore subjected to West Bengal Jurisdiction only.

Appointment in Good Faith

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not

up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Acceptance of our offer

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Please confirm your acceptance of Employment Offer by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.



Yours Sincerely, Authorized Signatory Rishi Kumar jha Edujobs Academy Pvt. Ltd. Date: 14-10-2024











ANNEXURE 1

	Monthly	Quarterly	Annual	
Basic	7,500.00		90,000.00	
HRA	3,750.00		45,000.00	
Conv	3,150.00		37,800.00	
PDA	0		0.00	Components
Other/Disc Pay	8,600.00		1,03,200.00	
Stat Bonus	0.00	-	0.00	
GROSS	23,000.00	-	2,76,000.00	
PF	1,800.00		21,600.00	
PF Admin	150		1,800.00	Employer
ESI	0	-	0.00	Contributions
Total	1,950.00	-	23,400.00	
стс	24,950.00	-	2,99,400.00	
PF	1,800.00		21,600.00	
ESI	0	-	0.00	Employee
Ptax	208	-	2,496.00	Deductions
Total	2,008.00	-	24,096.00	
Net In Hand	20,992.00	-	2,51,904.00	

^{***}Note:

- 1. The Actual amount may slightly vary/differ due to System generation.
- 2. P Tax deduction is subject to monthly calculable amount and may get applied variably.
- 3. Medical Insurance facility is available, and the applicable Insurance premium amount is subject to one time deduction from the employee's first month's salary per year. (Optional)



Date: 14-10-2024











www.muthoottumini.com

CO/HR/OL:2024/FN14103

06-Aug-2024

RISHMA JASMINE M 16-106F ALPHONSA STREET THOOTHOOR Kanyakumari Tamil Nadu Pin: 629176

OFFER OF EMPLOYMENT

Dear Ms.RISHMA JASMINE M,

Congratulational

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Muthoottu Mini Financiers Ltd. Upon acceptance of this offer and on your appointment with the company, you shall be designated as RELATIONSHIP EXECUTIVE (SCALE I) and shall be placed at our TML-THENGAPATTANAM(KANYAKUMARI, KANYAKUMARI) branch subject to the following terms and conditions.

You will be on probation for a duration of twelve months from your date of joining. During your probationary period, you shall be paid as per the details given in Annexure 1.

Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the company. The Management reserves the right, at its sole and absolute discretion, to extend your probation for such periods as it deems appropriate.

This offer of employment, subsequent to your acceptance of the terms in this letter, is made to you subject to the following conditions:

- The Company will conduct a background verification through an authorized agency, and a positive report is required for the continuation of this offer.
- You are required to submit the copies of the documents listed in Annexure 2 as part of the onboarding process. These documents are essential for verification and maintaining accurate records.

If at any time, it is discovered that any of your background or credentials provided in your application or references are faise or incorrect, or if you have knowingly provided faise information regarding your state of health or any other personal details, or if you have intentionally withheld any such information, your employment may be terminated without notice and without payment of any compensation or benefits whatsoever.

In the event that you decide to resign from the service of the company, you must either serve a 45-day notice period without fall, Failure to comply with this requirement shall be considered as "ABSCONDING" and will result in the forfeiture of any pending salary, benefits, penalties and hold relieving letter, as deemed appropriate by the Company. This clause is binding and non-negotiable.

During the probationary/ training period, you shall undergo training to acquaint yourself with your roles and responsibilities. Should you choose to leave the job before completing the probation/training period or before one year, you shall relimburse the company Rs.15000/- towards the cost of the training. The company reserves the right to deduct these cost from your final settlement. A relieving letter will be issued only upon settlement of these amounts.

A relieving letter will be issued only upon settlement of these amounts.

Page 1 Ot 4

Todarin

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TRAINEE

Candidate Name : FYS

Trainee No:

BREESMA

OJT Company :

Location : VALLAM

Year: 87-88-24-66-69-27

DOB: 18-04-2002 3/05/19/19/

Contact: 7777129 Director, YSF

Mb.: 89562 23736 | www.ysfpune.com

ha

WDC PRODUCTION

Wipsoul Dance Company, Peters SSS (Gevt of India) Reg. No. TN/2 CSI Complex, Kaliyakkavilai Phone: 04651-237500

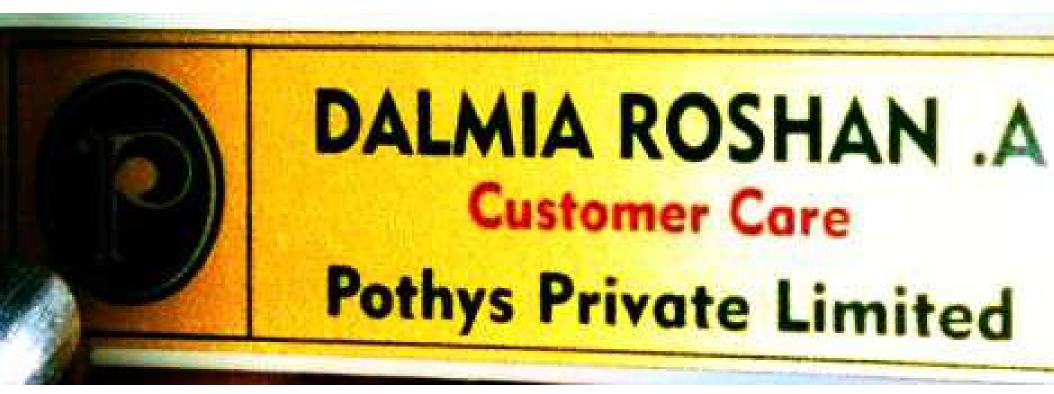


NEETHU.V. Dance Trainer

Blood Group : O-ve

Mob: 8489440173

Email: wdcglitz2022@gmail.com





ABHINAND KRISHNA R

300621



Abishek N







GEETHU RELATIONSHIP EXECUTIVE

Employee ID : 28289

Emp Signature :



Managing Director



July 23 2024

To,

Ms. Leena Jose.

Residing at Kozhikanam 1st division, Elappare p.o Idukki, Kerala 685501.

Dear Ms.Leena Jose,

We are extremely pleased to present you with an offer of employment with createAsolution for the role of HR Recruiter. Your monthly pay comprises a fixed component of ₹8,000 and a variable component of up to ₹4,000.

Your responsibilities would include the following:

- Partner with clients to define their staffing requirements and develop tailored recruitment plans.
- Conduct thorough market research to identify top talent and effective sourcing channels.
- Create engaging job descriptions that accurately reflect the position and attract qualified candidates.
- Utilize various sourcing channels (job boards, social media, professional networks) to identify potential
- candidates.
- Screen resumes and applications to shortlist qualified candidates.
- Conduct interviews (phone, video, in-person) to assess candidates' skills, experience, and cultural fit.
- Administer assessments (technical, behavioral, etc.) to evaluate candidate qualifications.
- Present qualified candidates to hiring managers and provide detailed candidate profiles.
- Manage the offer process, including extending offers, negotiating terms, and facilitating on boarding.
- Contribute to the development and delivery of recruitment training programs for HR interns and
- Provide ongoing support and mentorship to HR interns and candidates.
- Stay up-to-date on industry trends and best practices in recruitment.
- Build and maintain strong relationships with clients and candidates

We would prefer you to join us on August 1st 2024. On the joining day, we will require you to bring the following documents with certified copies, Original documents will be returned back to you after verification on the same day. Certified copies will be retained for our records.

- 1. All academic certificates.
- 2. Pan card and aadhar card.
- 3. One passport size photographs.

We welcome you to createAsolution and look forward to a long and mutually rewarding association. To indicate your acceptance of this position, please sign and revert a copy of this letter by July 31st 2024. If you have any questions or need further clarification regarding any aspect of this offer, please do not hesitate to contact us.

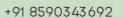
As part of accepting this offer, you are hereby requested to inform us much prior in advance [3 day prior to your Joining Date] regarding decision changes if any of your joining with createAsolution. I hereby authorize createAsolution to conduct my background verification with the details mentioned above.

For createAsolution Ruksana A Chief Executive Officer +91 85903 43692 ruksana@createasolution.in











VIGYAAN COLLEGE OF APPLIED SCIENCES

(Affiliated to University of Kerala)



LEKSHMI SANTHOSH

Assistant Professor in Social Work Department

Kattakode, Kattakada, Trivandrum-695 572 Tel: 0471-2292088, 2293088, 2294088 principal@vigyaancollege.com