

Shaina Ahmed

Kolkata

Offer Letter No: - OFFIC-2818

October 9, 2017

SUB: OFFER LETTER

Dear Shaina,

We are pleased to offer you the position of **Manager-Training** in our organization at an annual gross remuneration (cost to the company) of **Rs.6,80,000/-** (Rupees Six Lacs Eighty Thousand only) per annum which also includes PLI (Performance Linked Incentive) of **Rs.68,004/-** (Rupees Eighty Thousand And Four Only) per annum. Your location for this position is presently to be at Indore.

Your date of joining the services of the Company would be: **October 9, 2017**

You are requested to bring the following documents at the time of joining: -

1. Eight passport size Photographs.
2. A proof of resignation letter acceptance from the previous employer (Must be produced within 4 days of acceptance of offer).
3. Experience and education certificates.
4. A copy of your pan card.
5. Address Proof

(In case you don't submit any of the above documents within the stipulated time, your bank account can't be opened. Your salary would be credited from bank transfer only once your account is opened and active.)

On your acceptance of this offer, an appointment letter with detailed terms and conditions will be handed over on the day of your joining.

This offer letter is valid only till **October 9, 2017** and subject to the receipt of resignation letter acceptance from your current employer by us before this date.

Looking forward to have you with us and wishing you great success with **Teleperformance INDIA**