

From
Eicher Polaris Private Limited

Dated: 25, Aug. 2021

To
Placement Officer
J.S. University, Shikohabad
Firozabad-283135
U.P.

SUBJECT: APPOINTMENT LETTER

We are pleased to offer you an appointment with **Eicher Polaris Private Limited** for the position of **Design Engineer**. This offer is a result of your successful application and subsequent interview. And List of following Candidates which are selected.

S. No.	Roll Number	Selected Student Name
1	191030212002	MANOJ KUMAR YADAV
2	191030214007	KARAN KUMAR SINGH
3	191030214002	RITESH GIRI
4	191030214008	VIKAS KUMAR DWIVEDI
5	191030214001	DIXIT KUMAR
6	191030212001	ARUN KUMAR

Please review the following terms and conditions of employment:

- Position:** You will join as at our office located at New Delhi.
- Salary:** You will receive a consolidated salary of Rs. 30000/per month, effective from your joining date: **23 Nov.2021**
- Probation Period:** You will be on probation for a period of 06 months. Based on your performance during this time, your employment will be confirmed.
- Work Responsibilities:** You will be responsible for all tasks related to Quality Control. Further details of your role will be communicated upon joining.
- Confidentiality:** You are expected to maintain confidentiality regarding company documents and information. Disclosure of confidential information to external parties without prior authorization is prohibited.
- Work Commitment:** You are required to devote your full time and efforts to the company's tasks and responsibilities.

7. **Termination Clause:** Your employment can be terminated by either party by providing one month's notice or payment in lieu of the same.
8. **Additional Benefits:** You will be entitled to company benefits as per our existing policy.

If these terms and conditions are agreeable, kindly sign and return the enclosed copy of this letter as confirmation of your acceptance. We look forward to having you as part of the Eicher Polaris Private Limited team.

Arindam Chakaraborty

Arindam Chakaraborty
Vice President- Human Resources
Eicher Polaris Private Limited