

HONDA

Honda Car India Limited
SPL-1, Tapukara Industrial Area Khushkhera,
Disst: - ALWAR RAJASTHAN 301707
Email: corporate@hondacarindia.com Tel:
01493-522000 Fax: 01493-522006
Mobile: 9116630293, 9116630289

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

Date: 06-09-2021

Subject: Offer of Employment

We are pleased to extend to you an offer of employment with Honda Car India Limited, based on your successful selection through the campus recruitment process. We are excited to welcome you to our team and look forward to a productive and rewarding association.

List of following Student:

| S.No. | Roll Number | Student Name |
|--------------|--------------------|---------------------|
| 1 | 171020225004 | Pankaj Kumar |
| 2 | 171020225059 | Devendra Kumar |
| 3 | 171020225053 | Zafar Ahmad Khan |
| 4 | 171020225049 | Vikas Kumar |
| 5 | 171020225007 | Veer Pratap Singh |
| 6 | 171020225041 | Bhanu Pratap Yadav |
| 7 | 181023225006 | Anurag Kumar |
| 8 | 181023225003 | Amit Kumar |

Position: Graduate Trainee Engineering

Department: Quality Department

Location: All India

Joining Date: 05-12-2021

Reporting Time: 10.00 AM

Compensation and Benefits:

Your annual salary will be CTC Rs.25, 450/. In addition, you will be eligible for the following benefits as per the

Company policy:

1. Health Insurance
2. Provident Fund
3. Paid Leaves
4. Performance Bonus

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Terms and Conditions:

Probation Period: Your initial employment will be subject to a probation period of six months. During this time, your performance will be reviewed, and upon satisfactory completion, you will be confirmed as a full-time employee.

Working Hours: You will be expected to work 48 hours per week.

Confidentiality and Non-disclosure: You are required to maintain confidentiality regarding any proprietary information or trade secrets of the company.

Termination: Either party can terminate this employment with 03 months' written notice during or after the probation period, subject to company policies.

Documents Required on Joining: Please bring the following documents on your joining date: 05-12-2021

1. Original and photocopies of your educational certificates
2. Identification proof (Aadhar card, Passport)
3. Recent passport-size photographs (5 copies)
4. Medical fitness certificate

Any other documents as specified by the HR department

Yours sincerely,



Sanjeev Das
Authorized Signature