



## **OFFER LETTER FOR EMPLOYMENT**

Date: 14<sup>th</sup> July 2019

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

Sub- Offer for Employment

Dear Sir,

This is in reference to their applications for employment in our organization and the subsequent interview all of you had with us. We are pleased to inform you that you have been selected as a team member of Sysmind, details of selected candidates are as follows:

<b>Student ID</b>	<b>Name of the outgoing students placed</b>
161050018035	MOHD. SALAUDDIN
161050018003	ARATI CHAUDHARY
161050018018	POOJA BHARTI
161050018031	MOHD AMIR
161050018010	KM MUSKAN
161050018026	SUJEET KUMAR
161050018012	KM PREM SHEELA
161050018021	ROSHNI RAWAT
161050018040	TAKSH RAJ SONI
161050018004	CHANDAN
161050018011	KM POOJA VERMA

Designation: Trainee Recruiter  
Joining Date: On or Before **Saturday, October 12, 2019**

As mutually discussed and agreed, we are pleased to offer you an appointment as per details given below:

1. You will be on probation for a period of **6 months** from the date of joining duties. The period of probation can be extended at the sole discretion of the management. Upon completion of the period of probation and subject to your performance being found satisfactory you will be confirmed in your employment by a letter of confirmation. During the period of probation you have to give 60 days' notice to the company to leave from the service or 60 days Gross Salary in lieu thereof. At the same time company can terminate your services without giving reason or notice period salary.
2. Your regular letter of appointment shall be issued to you within **1 month** after your date of joining. You will be communicated all other terms and conditions later by your regular appointment letter.
3. Your salary package would be as discussed during your confirmation.
4. As informed your place of posting shall be at Noida. However organization reserves the rights to transfer you to and / or utilize your services in any of the company's offices, worksites or associated or affiliated companies located within the country or abroad.

You are requested to bring attested copies along with the original certificates/ documents at the day of your joining which are as follows:

Educational Mark-Sheets & Certificates (Starting From 10<sup>th</sup> till Graduation/Masters) 3  
Passport Size photographs  
Pan Card (Mandatory)  
Voter ID Card/UID/Aadhar Card/Passport (Any One of them Mandatory)

Wishing you long lasting association with Sysmind!

**Best Regards**  
**Team HR**  
**Sysmind**