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HR/Offer Letter/8/2024

30th March 2024

Offer Letter

To
Mr. Mohammed Asif, Bcom.
TKM College of Arts & Science,
Kollam , Kerala - 691 005.

Dear Mohammed Asif,

With reference to our campus placement interview dated 27th March 2024, we are glad to offer you a position as **"Trainee – Relationship Manager"** for a salary of **INR 15,000/-** per month gross (**Rupees Fifteen Thousand Only**) @ **Thrissur** branch upon successful completion of your graduation. Please to note that production of your graduation completion certificate is one of the criteria for your confirmation of services.

You shall report us at the below mentioned office address for your joining on the very next week of the completion of your final semester exams.

INTEGRATED ENTERPRISES (INDIA) PVT LTD

Door No 29/586/A18, Sree Lakshmi Building, Shornur Road, P.O. Thiruvambady,
Thrissur - 680022.

Contact Person: Ms. Divya Rajiv , HR Executive (7845742038)

You will be covered under PF, ESI benefits during the training period itself. You will be eligible for attractive periodical performance incentives, paid six (6) months once after your confirmation of service. You will also become eligible for Bonus, Group Mediclaim, Group Term Life Insurance on confirmation of your services which will be normally six months from the date of joining and primarily based on your overall work performance.

On receipt of your confirmation mail we shall contact you to brief on the joining formalities viz place of joining and person to be meet along with other related details. On the date of joining you shall produce all the originals (will be returned immediately post verification) & photocopies of educational qualifications certificates, address proof, Aadhaar, PAN, COVID vaccine certificate, bank account passbook/cheque leaf and two latest colour passport size photos.

We welcome you to our organization and looking forward for a long & mutually beneficial association.

For Integrated Enterprises (India) Private Limited

Balaji G
AGM – HR Services

INTEGRATED ENTERPRISES (INDIA) PRIVATE LIMITED

CIN: U65993TN1987PTC014964

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