

Indo-MIM Private Limited

#45(P), KIADB Industrial Area, Hoskote, Bangalore 562 114. (CIN U28110KA1996PTC137499)

Phone: +91-080-22048800/ FAX: +91-080-27971624 / Website: www.indo-mim.com

Mr. Vivek RJ
S/o Jagannatha R V
Manjunathanagara,
Tumkur- 572103

May 12, 2023

Dear Vivek,

OFFER LETTER

Congratulations on your selection. We are pleased to offer you the position of "Graduate Engineer Trainee" in our organization.

1. Compensation & Benefits:

- Your Compensation & other Company benefits are as follows:
- Annexure – 1 (As discussed at the time of interview)
- Additional benefits: Medi-claim coverage /ESI, Bonus, Highly subsidized canteen.

2. Joining Date:

You would be required to join us on or before **1st August 2023**

3. Joining Formalities:

On the day of your joining you are required to submit a copy of the following documents along with the originals.

1. Certificate of educational/professional qualifications (10th & PUC & BE).
2. Passport size color photographs - 4 copies.
3. Relieving, Experience & Salary certificate of previous company (if applicable)
4. Original mark sheet/certificates for verification.

4. Pre-employment medical test:

Candidate shall go through pre-employment medical test before **1st August 2023**.

5. Police Verification:

Candidate shall get police NOC for employment purpose from the jurisdiction police station as per the adhar card.

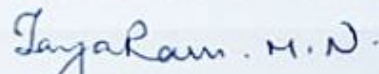
This is an offer of appointment. A detailed formal letter of appointment will be issued to on the date of joining.

Note: This offer is valid subjected to, your medical fitness, Police NOC and Submission of original academic certificates for Verification.

Congratulations once again on your selection and we look forward for a long and mutually beneficial association.

With Best Regards.

For Indo – MIM Pvt. Ltd.,


Jayaram M N
Sr. Manager - HR

NOTE: Kindly return the duplicate copy of this letter with your acceptance.

I agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on