

## **Appointment Letter**

**Attn: Mr.Sarvesh Telange**

Dear Mr.Sarvesh,

With reference to your application & subsequent interview, we are pleased to appoint you on the following terms & conditions.

1. **Designation** : Trainee Engineer
2. **Date & Place of Joining** : 29 July 2021, Mahad
3. **Salary** :Rs. 18000.00 Per Month

You are eligible for the following monthly Reimbursements

a. **Mobile Recharges** : one year package Recharge, Applicable after 3 month from joining date.

b. **Local & outstation conveyance:** As per company Convince chart

### **4. Probation**

You will remain on probation initially for a period of 6 months from the date of joining. However, management reserves the right to extend this period of necessary. You will be confirmed in the services of the company after this probation period, if your performance has been satisfactory.

### **5. Job obligations & Responsibilities**

- a. You will carry out assigned duties with full dedication & to the company's satisfaction.
- b. You will abide by all the rules & regulations of the company.
- c. You will not divulge or disclose any of the secrets of the company or its trade or dealings or any other matter which in any manner be injurious or prejudicial to the business or detrimental to the business or interest of the company.
- d. During the period of your employment with the company, you will not directly or indirectly, are engaged in any trade or business or seek employment elsewhere without the written permission of the company.
- e. You will indicate the confidence of the management in your integrity & honesty.
- f. You will be responsible for the safe keeping & return in good condition and order of our property, documents/papers, files etc, which may be in your custody/care, use or change, in course of discharge of your duties.
- g. You will be required to work in shifts as & when required any time.

Head Office : 301, Yojana Apts., Opp. Vodafone Gallery, Off, Gokhale Road, Naupada, Thane (W) - 400 602.

Tel. : (022) 2543 5738 Telefax : (022) 2542 6904 E-mail : rajeshparanjape@cygnus.net.in

Branch Office. : 1st Floor, Sai Arcade, Opp. Apna Bazar, Mahad, Dist.- Raigad - 402 301.

Tel: (02145) 223046 Telefax : (952145) 223909 E-mail : tukaramkadam@cygnus.net.in

For more information about Thermax, Visit us at : [www.cygnus.net.in](http://www.cygnus.net.in)



## 6. Transfer

You will be liable for transfer by the company to its branch office in Mahad or any other place of work in India.

## 7. Medical

This appointment is subject to you being found medically fit by the company's Medical Doctor.

## 8. Disciplinary Action

You will ensure honest & disciplined conduct on your part in discharge of your duties, any breach thereof, which in the management's discretion is prejudicial to the interest of the company, will render you liable for disciplinary action.

## 9. Loss of Lien

In case of your overstaying the sanctioned leave or any other absence without permission for more than 7 calendar days, you shall lose lien on your services & the company will be entitled to strike off your name from its roll without any reference to you.

## 10. Retirement

You are welcome to work as long as you enjoy it!

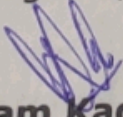
## 11. Termination

This appointment is subject to termination by 7 days notice during probationary period and 1 month's notice after probationary period or payment in lieu thereof on either side. If your services are terminated consequent on any disciplinary action or loss of confidence, no notice will be required to terminate your appointment.

We welcome you to our organization & wish you the best in your career with us.

Please return a copy of this agreement letter, as a mark of your acceptance of our offer.

Best Regards,

  
Tukaram Kadam

29/07/2024

