

**OFFER LETTER**

Date: 15/10/2020

To

Mr./Ms. NALE SHITAL SHANKAR

Baramati, Maharashtra

**Sub: Offer Letter**

Dear Shital,

We are pleased to offer you the post of Sales Executive Manager.

Your employment with the Company will be subject to strict adherence to the policies and procedures of the Company.

You will be on probation for six months. We have given 20000/- per month salary for probation period. This offer is subjected to background verification and medical fitness.

On acceptance of the terms of conditions as per this offer letter, you will be able to terminate your employment with the Company by giving one (1) month notice to the Company and vice versa. You shall not be eligible to avail leave during the notice period.

We welcome you to join the Company and would be happy if you can sign the duplicate copy of this letter in token of your acceptance of the offer of employment with the Company.

If you have any question, please clarify from the undersigned.

With regards,



**Ninit Kalumbe**

**HR - Head**



  
Principal  
Tuljaram Chaturchand College  
Baramati