

SYMBIOSIS

President: Dr. S. B. Mujumdar M. Sc., Ph.D.
University of Madras, Bangalore and Padma Shree President of India



Celebrating 50 Years of Excellence

OFFER LETTER

Ref: SIP/2227
Date: May 07, 2022

To,
Ms. Shital Sui Kanade
Shewrynagar, Indapur

Dear Ms. Kanade,

This has reference to your application and subsequent interview, we are pleased to offer you the position of "Public Relations Officer" in Symbiosis University Hospital and Research Centre (SUHRC), Lavale, Pune on gross salary of Rs 35,000/- per month.

The statutory deductions of Provident Fund, Profession Tax and Income Tax, will be as applicable.

As per rules of Symbiosis you will be required to undergo the following process:

- Document Verification: To submit a copy of all educational & work experience related documents to HR department.
- Reference Check: To provide three professional references contact details (Mobile no. & email).
- Pre-employment Health check-up: To undergo pre-employment Health Check-up from Symbiosis Centre of Health Care (SCHC) at Symbiosis University Hospital and Research Centre (SUHRC), Lavale, Pune. Your appointment letter will be issued only after getting "fit to join duty" certificate from SCHC.

The offer is subject to satisfactory background check report and verification of all your educational and work experience related documents with the originals.

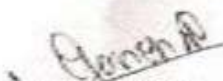
Please note that you will be required to give an undertaking for Confidentiality & Non-Disclosure (including IPR and other policy matters) as per HR policy of Symbiosis.

This offer is valid for two (2) days from the date of issue / receipt. Further processes will start immediately on receipt of your acceptance of the offer.

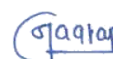
For any further clarifications, you may contact the undersigned or Head HR, FoHS on Tel: +91 7720033497 or mail to headhr.fohs@symbiosis.ac.in

Looking forward to your long-term association with Symbiosis!

Yours sincerely,


J. K. Rathore
Chairman




Principal
Tuljaram Chaturchand College
Baramati