



HFL: HR/MP: 2014
23/08/2022

Mr. Zagade Rohit Hanuman
Dear Mr. Zagade Rohit
Hanuman

Subject: Offer of Appointment for the position of "Executive - QA at Team Member Role".

With reference to your application for the employment and subsequent discussions we had, we are pleased to offer you an appointment as "Executive-QA" in our organization at remuneration, agreed mutually at the time of discussion with you personally.

You shall join for duty on or before 01/07/2022. You shall administratively report to Unit Manager at Shamirpet Unit and functionally report to Unit Incharge at Shamirpet Unit. Please make a note that this offer shall stand invalid in case you fail to join on or before the specified date.

A detailed Appointment Letter with all the terms and conditions shall be given to you on your joining the organization. You shall produce the following self-attested copies us at the time of your joining:

- All the educational certificates for proof of education
- Service Certificate from the current employer
- Latest month pay slip for proof of last drawn salary
- Relieving letter from the current employer for proof of proper relieving
- Valid Aadhar card copy with complete DOB & Name is must at the time of joining
- Address Proof - Voter ID/ Passport / Aadhar Card/ Driving License
- Medical Fitness Certificate with Blood Group from Registered Medical Practitioner
- Nationalized Bank Account No., IFSC code, Name of the Bank, Branch & Address
- Two passport size and two stamp size photographs for office use
- 2 postcard size family photographs for submission to the ESI Dept., (If covered under ESI)

The Information furnished in the company application form and the copies of the certificates are found to be correct and if not, the company has every right to withdraw this offer.

You shall carry all the original documents for verification & confirmation of the same.

Please return the copy of this offer of Appointment duly signed as a token of your acceptance for the above-mentioned terms and conditions. Also please mention the expected date of joining in the space provided underneath.

Wishing you all the best and welcome you to HFL family.

For, HERITAGE FOODS LIMITED

DHEERAJ TANDON
HEAD - HR

Accepted all the above terms and conditions - SIGNATURE :

Expected date of joining

HERITAGE FOODS LIMITED
CIN : L15209TG1902PLC014332
AN ISO: 22000 CERTIFIED COMPANY

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