



Hotel Shourya Pure Veg and Lodging
Deulagaon Raje Daund, Pune
Mob.No 83788220155/9673730155

To,
Mr. Redekar Sachin Shivaji

Subject: Appointment Confirmation for the Position of Working Manager

Dear Redekar Sachin Shivaji

We are pleased to confirm your appointment as **Working Manager** at **Hotel Shourya Pure Veg and Lodging**, located in Deulagaon Raje. Your appointment is effective from 1 June 2023. We are excited to have you join our team and are confident in your ability to manage the hotel's operations efficiently and ensure a high level of customer satisfaction.

Position: Working Manager

Location: Hotel Shourya Pure Veg and Lodging, Deulagaon Raje

Responsibilities:

As the Working Manager, your key responsibilities will include:

- Overseeing daily hotel and restaurant operations, including managing staff schedules.
- Ensuring high standards of food quality, hygiene, and service.
- Handling customer inquiries, feedback, and complaints with professionalism.
- Managing financial records, including cash flow, budgets, and vendor payments.
- Coordinating with various departments to ensure smooth operations of lodging and dining services.
- Implementing strategies to improve guest satisfaction and overall hotel performance.

Compensation: Your starting salary will be ₹25,000 per month, payable on a monthly basis.

Working Hours: Your working hours will be from 8:00 pm to 8:00 am, with one weekly day off, to be coordinated based on hotel requirements.

We believe that your skills and experience will contribute significantly to the success of Hotel Shourya. We look forward to a productive and mutually rewarding working relationship.

हॉटेल शौर्य
प्युअर वेज & लॉजिंग
देऊळगावराजे, ता. दांड, जि. पुणे
मो. 83788220155 / 9673730155
Sincerely,
[Signature]



Tuljaram Chaturchand Baramati
Principal
Tuljaram Chaturchand College
Baramati