



MONTECARLO
BORN TO ACHIEVE

Ref No: MCL(P)/CO/9000/EMP/2023-2024/2250

Date: 08.12.2023

Mr. Sumit Kumar

S/O: Umesh Kumar Yadav, Ashok Nagar Road No.78,

PS. Pandu, Nauratanpur Ashok Nagar, Patna, Bihar - 800020

Contact No: 7481972436

Offer Letter

Dear Mr. Sumit Kumar,

With reference to your application and subsequent interview with us, we are pleased to give you an offer on the terms as mentioned hereunder:-

1. Details of Position

Position : Senior Engineer
Grade : O4
Job Role : TM - Project - Planning & Monitoring
Department : Planning & Monitoring
Vertical : Energy
Location of Posting : Smart Meter MSEDCL Power Pro
Date of Joining : On or before 05.01.2024

2. Remunerations shall be as per Company Policy applicable from time to time.
3. On the Date of Joining as indicated above, you are required to report to the Concerned HR Department at the Location of Posting.
4. Regular appointment letter shall be issued to you upon your joining the duties and successful completion of the joining formalities and after submission of all the required documents.
5. You shall initially be on Probation Period of 6 months from the Date of Joining the Company.
6. Your employment is subject to the submission of copies of the following documents.

- Relieving letter from previous employer copy of accepted resignation
- CTC related supporting documents like annual increment letter, salary slip & Appointment letter etc.
- Mark sheets/Academic degree certificate/ Declaration
- Age Proof
- Proof of Address
- Copy of savings a/c passbook/cancelled cheque (Pertaining to name a/c & IFSC code)
- Any merits / awards / achievement certificates (Optional)
- Copy of Pan card
- Identity proof (Aadhaar card and Driving license copy)
- 2 passport size color photograph





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7. The Company reserves the right to withdraw the said offer in case the information provided by you in the application/candidate information form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining.
8. **Company will provide bachelor accommodation to you at the project site. It is compulsory for you to stay/reside at such accommodation. This clause is compulsory to those employees who are appointed or transferred to project site.**

Please reply on our Company E-mail id – Virendra.tiwari@mclindia.com or Return duplicate copy of this letter duly signed as a token of acceptance of this offer.

The Terms & Conditions stipulated in the Appointment Letter shall be final and binding.

This letter of offer is "Strictly Confidential".

Thanking you,

Yours faithfully,
For, MONTECARLO LIMITED

Authorized Signatory

Accepted & Confirmed

Signature: _____

Name : _____

