

Ref. No: GAEP-HR/2024/VV

Date: 23 August 2024

Mr. Vivek Venu
Thundil House, Thakazhy PO
Alappuzha, Kerala - 688562

EMPLOYMENT OFFER LETTER - CONFIDENTIAL

Dear Vivek,

With reference to the discussions had with you on **19 August 2024**, we are pleased to offer you employment with Gulf Asia Engineering and Projects Private Limited in Chennai as **"Quantity Surveyor"** on a Fixed Term Contract (FTC) basis for a period of 12 months.

You will receive a monthly compensation of as per the standard break-up (refer Annexure 1). The other perks and benefits have been detailed in Annexure 2 of this offer. Any tax liability arising out of compensation shall be deducted as per the applicable prevailing rules and regulations.

This offer of employment is subject to your satisfactory completion of the pre-employment medical check and fitness for job to be certified by the company's authorised medical practitioner / laboratory.

This offer is issued based on your commitment to join Gulf Asia Engineering and Projects Private Limited on or before **04 September 2024**.

You will be governed by the rules, regulations and standard procedures of Gulf Asia Engineering and Projects Private Limited. The terms and conditions of employment is outlined in Annexure 3 of this offer.

You are requested to send your acceptance of this offer by signing below and on all the pages in the duplicate copy of this letter not later than 26 August 2024.

On behalf of Gulf Asia Engineering and Projects Private Limited, I would like to welcome you and look forward to having you join our company at the earliest.

Best Wishes,
For Gulf Asia Engineering and Projects Private Limited


Subbarao Ayyagari
Director - Operations

I accept the employment with Gulf Asia Engineering and Projects Private Limited, based on the above letter and will be joining on

(Vivek Venu)



شركة المقاولات التقنية Technical Contracting Company (A Yusuf Bin Ahmed Kanoo Company)



التاريخ: 2024-06-06

"إلى من يهمه الأمر"

Subject: Experience Certificate

الموضوع : شهادة خبرة

This is to certify that **Mr. Vivek Venu Venu Gopal Karunakaran "Indian "** nationality Hold Iqama No **(2550785790)** working with us as "**Project Planning & Cost Control Engineer**" from **19-Jul-23** until **31-05-24**

This certificate has been issued upon his request and now nothing left claimable between both parties.

بهذا نفيد بأن السيد فيفك فنيو فنيو قوبال كاروناكاران "هندي" الجنسية ويحمل اقامة رقم **(2550785790)** عمل لدينا بوظيفة "مهندس تخطيط المشاريع ومراقبة التكاليف" من تاريخ **19-Jul-23** حتى **31-05-24**

وقد أعطيت هذه الشهادة بناءً على طلبه دون ادنى مسؤولية على الشركة.


إدارة الموارد البشرية والشؤون الإدارية
Human Resource & Admin Management



Date: 27/09/2023

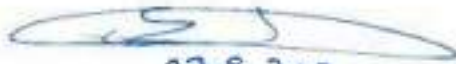
CERTIFICATE OF SERVICE

This is to certify that Mr. VIVEK VENU. (Emp No. 1074700) holder of INDIA Passport R3536617 has worked with Special Technical Services LLC, Oman from 23/08/2019 to 30/05/2023.

He was designated as "JUNIOR QUANTITY SURVEYOR" in the PROJECT ORPIC

We wish him success in his future endeavors.

For Special Technical Services LLC



27.9.2023

IBRAHIM AL KHUSAIBI

General Manager HR, Admin and OD



1st July 2019

Manoj Thomas
General Manager
BTI Coopermatics India PVT Ltd
Kerala- 683574

TO WHOM-SO-EVER IT MAY CONCERN

Dear Concerned,

I hereby certify that Mr. Vivek Venu has been employed as Mechanical Engineer with our company BTI COOPERMATICS from 10th Dec 2018 to 30th June 2019 when he decided to leave the firm at his own will.

Since he has been employed by us, Mr. Vivek Venu has showed an excellent attitude towards his work and also contributed to our success. By implementing a continuous improvement strategy he has made his work an example for others. He has proved as good trainer and mentor for his staff due to his skills, commitment and continued hard work. We wish him success in his ambitions.

Yours sincerely,


Manoj Thomas





CEN: L74999<L19729GC002450

KERALA STATE ELECTRONICS DEVELOPMENT CORPORATION LTD.

(A Government of Kerala Undertaking)



KELTRON CONTROLS

Aroor P.O, Alappuzha District
Kerala, India. Pin:688 534.
E-mail: kelkca@vsnl.com

Phone:
+91 478 2830700
+91 478 2872323-6 (4 Lines)
Fax: +91 478 2872322

KCA/HRD/2018

November 27, 2018

CERTIFICATE

This is to certify that Mr. Vivek Venu, S/o Venugopalan K, Thundil (H), Thakazhy PO, Near RBM Hospital Thakazhy, was engaged as Graduate Apprentice (Mechanical Engineering), in our Pneumatic Business Group, during the period from 20.11.2017 to 19.11.2018 as per Apprentices Act 1961.

During his one-year Apprenticeship period, he was trained in:

- Assembly, Testing, Calibration and Supervision of Pneumatic Actuators with Mechanical and smart positioners, Electro pneumatic converters etc. to meet the quality standards and production plans.
- Associating with Quality Assurance Department in offering Sub Assemblies and Final Assemblies of Actuators for in-process inspection and final inspection.
- Co-ordinating works of Production Planning and Control Department, Execution Department, Stores Department etc.
- Designing of parts for Pneumatic Actuators using Software like Auto Cad.
- Documentation works like Inspection Reports, Production Record, Objective Achievement Report, Monthly Production Report and Performance Report for ISO Audits.
- Inplant training assistance for Professional and ITI students.

His character and conduct were found good during the above period.

We wish him all success in his future career.

CHIEF GENERAL MANAGER (I/C)



नामांकन संख्या
Enrolment No.

SKLG006170500348

अनुबंध पंजीकरण संख्या
Contract Registration No.

SKLGS17006000108



सत्यमेव जयते
भारत सरकार
GOVERNMENT OF INDIA

राष्ट्रीय शिक्षता प्रशिक्षण योजना
NATIONAL APPRENTICESHIP TRAINING SCHEME
मानव संसाधन विकास मंत्रालय
MINISTRY OF HUMAN RESOURCE DEVELOPMENT



प्रवीणता प्रमाणपत्र
Certificate of Proficiency



यह प्रमाणित किया जाता है कि

This is to certify that

श्री

Shri **VIVEK VENU**

पुत्र श्री / श्रीमती

Son of Shri / Smt. **SUNI VENU (MOTHER)**

स्नातक

शिक्षु ने शिक्षता अधिनियम, 1961 यथासंशोधित 1973 के अंतर्गत
Graduate Apprentice has undergone Apprenticeship Training under the
Apprentices Act, 1961 as amended in 1973 at

KELTRON CONTROLS DIVISION (ALAPPUZHA)

में

दिनांक

from **20-Nov-2017**

से

to **19-Nov-2018**

तक

विषय क्षेत्र

में प्रशिक्षण प्राप्त किया है।

In the subject field of **Mechanical Engineering**

प्रशिक्षण के दौरान उनका प्रगति तथा निष्पादन को उत्तम निर्धारित किया गया है
एवम् कौशल मूल्यांकन विवरण संलग्न है।

His progress and performance during the training has been assessed to be

Good

and the skill assessment details are annexed.

Digitally signed by KRUBHA SHANKAR
VENKATARAMANI
Date: 2019.06.27 13:38:48 IST
Reason: DSC
Location: NATS

स्थान

Place : Chennai

दिनांक

Date : 26-Jun-2019

निदेशक और क्षेत्रीय केंद्रीय शिक्षता सलाहकार

Director & Regional Central Apprenticeship Advisor

शिक्षता प्रशिक्षण बोर्ड (दक्षिणी क्षेत्र)

Board of Apprenticeship Training (Southern Region)

नामांकन संख्या
Enrolment No.

SKLG006170500348



सत्यमेव जयते

अनुबंध पंजीकरण संख्या
Contract Registration No.

SKLGS17006000108

मानव संसाधन विकास मंत्रालय, भारत सरकार

MINISTRY OF HUMAN RESOURCE DEVELOPMENT, GOVERNMENT OF INDIA

राष्ट्रीय शिक्षता प्रशिक्षण योजना

NATIONAL APPRENTICESHIP TRAINING SCHEME

कौशल मूल्यांकन प्रपत्र / SKILL ASSESSMENT SHEET

भाग क सामान्य जानकारी / PART A: GENERAL INFORMATION

शिक्षु का नाम

Name of the Apprentice

VIVEK VENU

प्रशिक्षण स्थापना का नाम

Name of Training Establishment

KELTRON CONTROLS DIVISION

विषय क्षेत्र

Subject Field

Mechanical Engineering

भाग ख मूल्यांकन (1 से 10 अंक) / PART B: Assessment (1 to 10 scale)

कौशल स्थिति Skill Set	प्रविष्ट स्तर मूल्यांकन (आधार रेखा) Entry level assessment (baseline)	प्रथम तिमाही के समाप्ति पर End of 1st quarter	द्वितीय तिमाही के समाप्ति पर End of 2nd quarter	तृतीय तिमाही के समाप्ति पर End of 3rd quarter	प्रशिक्षण अवधि के समाप्ति पर Completion of training period	
सामान्य विशेषताएं GENERAL ATTRIBUTES						
संवाद कौशल Communication Skill	5	5	6	6	7	
नेतृत्व कौशल Leadership Skill	5	5	6	6	7	
बहु कार्यण कौशल Multi-tasking Skill	5	5	6	6	7	
समय प्रबंध कौशल Time Management Skill	5	5	5	6	7	
विश्लेषणात्मक कौशल Analytical Skill	5	5	6	6	7	
सकारात्मक दृष्टिकोण Positive Attitude	5	5	5	6	7	
तकनीकी कौशल TECHNICAL SKILL (TS)						
विशेषज्ञता का क्षेत्र 1 TS1 - Mechanical	5	5	6	6	7	
विशेषज्ञता का क्षेत्र 2 TS2 - Documentation	5	5	5	5	7	
विशेषज्ञता का क्षेत्र 3 TS3 - Engineering	5	5	6	6	7	

1

2

3

4

5

6

7

8

9

10

बहुत खराब

खराब

औसत से कम

औसत

औसत से अच्छा

सामान्य से अच्छा

अच्छा

बहुत अच्छा

उत्कृष्ट

सर्वोत्तम

Very Poor

Poor

Below Average

Average

Above Average

Moderately Good

Good

Very Good

Excellent

Outstanding

नोट- 03 या उससे अधिक कौशल (सामान्य विशेषता तथा तकनीकी कौशल) के पैमाने पर कम से कम 03 अंक प्राप्त करने वाले उम्मीदवार को सफल माना जाएगा।

Note: Candidate securing 03 or more points on the scale in atleast 03 skill sets ("General Attributes" and "Technical Skills") shall be considered as successful.

दिनांक / Date : 26-Jun-2019

स्थान / Place : Chennai



निदेशक और क्षेत्रीय केंद्रीय शिक्षता सलाहकार
Director & Regional Central Apprenticeship Advisor
शिक्षता प्रशिक्षण बोर्ड (दक्षिणी क्षेत्र)
Board of Apprenticeship Training (Southern Region)

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Ph: 0484 2782855
Mob: 9446227981

R B S. INDIA

Email: cmrbsindia@gmail.com

Pulickal "USHAS" Chaitanya Nagar Lane No-7
Erour West Kerala Cochin - 682 306

17-04-2019

TO WHOMSOEVER IT MAY CONCERN

Mr. Vivek Venu has worked with RBS. INDIA as Mechanical Engineer Trainee from May 2017 till November 2017 when he decided to leave the firm at his own will.

Mr. Vivek's responsibilities included project scheduling, planning & costing, material procurement and fabrication supervision. During his tenure, he exhibited high levels of dedication and hard work. Mr. Vivek has excellent communication skills and in addition, he is extremely organized, reliable and computer literate. He can work independently and is flexible and willing to work to ensure that the job gets done.

Mr. Vivek has fulfilled all his responsibilities to our full satisfaction. His tenure with us has been one of mutual satisfaction and we would like to wish him all the best in his future endeavors.

For R B S . INDIA

M. Ramesh Chandra
Authorized Signatory

Undertake-plant Erection, Supply and Erection of Hoist. Crane, Installation of Hydraulic and Pneumatic system, Casting of gears and Machine parts. Industrial Electrification, LPG and other Centralized gas system, Hospital Equipment repairing, Spares of the above system.
