



Date:-15-Nov-2021

Name:-Sumit Prakash

Mob:-9205040280

**Subject: Offer Letter**

**Dear Sumit,**

We are pleased to offer you employment with our client **Secure Meters Ltd** as **Customer support Acquisition**. You are required to report for duty on or before **15<sup>th</sup> Nov 21** at **Begusarai Office**.

**Joining Formalities:-**

Please Submit the following document at the time of your joining which your offer letter stands Cancelled.

**Mandatory Document:-**

- Resume
- Address Proof
- Photo Id Proof (Aadhar card/Pan Card/Voter Card)
- Aadhar Card & Pan card Mandatory
- All Education Certificate
- 4 Passport Size photo
- Bank Account Details (Cancel Cheque/Passbook Copy)
- Family Photo (For ESIC Purpose, if Applicable)

Further details of the emoluments document and other terms and condition would be available in appointment letter, which will follow your submission of above document. The Salary annexure will intimate vide a separate communication, which will be deemed to be part of the offer letter.

We wish you all the best

For **Gendroit SR Solution Pvt. Ltd**

Please Sign as Acceptance



Authorized Signatory

**Gendroit SR Solution Private Limited**

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