



**APPOINTMENT ORDER**

**Date:04/03/2022**

**Name: PENUMALA SWAROOPA RANI**

**Sub: - GET**

**Ref: - Your application dated**

**Date: 04/03/2022**

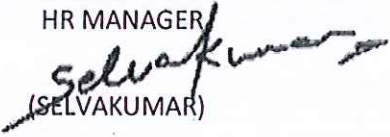
We are pleased to appoint you as GET - in our Organization at Hyderabad our showrooms the appointment is subject to the following rules and regulations.

1. You will be given a monthly of Salary of Rs12,000/-
2. You will not be eligible for any other allowances.
3. You will be on promotion for Six months.
4. If your Performance is up to our satisfaction you will be given a Salary rise during your Probation Period( Generally we will increase Salaries every March)
5. PF and ESI are applicable from the date of Appointment.
6. You will be given two weekly holidays in a month
7. You will be given conveyance allowance if you are located near the Site.
8. Else you will be given a suitable accommodation.
9. You will be reporting to duty on or before 01/08/2022
10. The Offer is void if you are not reporting duty on the date given by us.
11. You will be giving one month prior information any time if you are leaving the Organization.
12. Company reserves the right to terminate your services any time during the Probation period, giving one month prior notice.
13. If you leave the Organization without intimation one month Salary shall be deducted.

Please sign the duplicate of this letter if you are in agreement with the above rules

.Please attach all your credentials along with the duplicate copy of appointment order

HR MANAGER

  
(SELVAKUMAR)