



## Recruitment# Welcome to TATA Consultancy Services

message

MANOJ KUMAR <vmanoj.k@tcs.com>

Wed, 8 Jun 2022 at 19:0

: Sayyad Farzana <sayyadfarzana834@gmail.com>

: Amara Ravi Ankar <a.ravi.ankar@tcs.com>, KISHORE VARRE <kishorevarre@tcs.com>

Dear Ms Sayyad Farzana,

This is a reference to the evaluation process for the Role of Citizen Service Executive at Bhimavaram PSK. We are pleased to offer you an appointment, on a Fixed Term Contract.

Your appointment shall be from June 10, 2022 till June 30, 2023.

Request you to kindly come for document verification / submission at the below mentioned address on the date of your joining i.e. June 10, 2022 at 09.00 AM

Address - Passport Seva Kendra,

Venkateswara Theatre Complex

MG Road, Opp Radio Station, Vijayawada

Contact Person:- Mr Kishore (9966574939) / Mr Amara Ravi Ankar (9959322246)

HR SPOC :- Mr. V Manoj Kumar (9742155222)

You are requested to carry all the documents - Original + 2 sets of photo copy of all the documents mentioned in the attached Checklist

- Medical form needs to be filled in & certified by a registered doctor (MBBS). Your photograph needs to be affixed on the 1st page (Sample provided for the same) and attested (Signature & Stamp) of the MBBS doctor (format attached)
- Non criminal affidavit - The attached affidavit sample may be used. It has to be printed and Notarized on Rs 100 stamp paper.
- Gap affidavit - The attached sample may be used and you may mention about any gap in your profile which is of more than 6 months duration. It has to be printed and notarized on Rs 100 stamp paper.
- Passport Size color photograph - 12.

**Note:** - Dress Code should be formal. No Electronic gadget / Media Device (Except Cell phone) should be carried during document verification day.

Please feel free to connect / call in case of any query / clarification.

Regards,

Manoj Kumar

PSP HR Lead - Karnataka, AP & Telangana

Tata Consultancy Services

Unit-III, No.18, SJM Towers,

Seshadri Road, Gandhinagar,

Bangalore-560009, Karnataka, India

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