

Mr. CHITTARANJAN SENAPATI

S/O RAMACHANDRA SENAPATI

ODISSA

MOBILE: +91 9861657708

**LETTER OF INTENT**

With reference to your application and discussion we are pleased to offer the position of **SUPERVISOR SAFETY** the following terms and conditions

1. You shall join us on or before **15.07.2023**
2. Your place of position will be at **ESSEN INFRA TECH LLP**
3. A detailed appointment letter will be issued at the time of joining

On the day of joining. You are required to submit the following,

- a. Copies of Academic / professional qualifications
- b. Work experience certificate
- c. Date of birth proof
- d. Latest payslip increment letter, appointment letter / relieving letter from last employer
- e. Three passport size colour photographs
- f. PAN Card
- g. Aadhar Card / Driving Licence / Pass Port
- h. Two references from your current organisation, which has to be completed before your joining
- i. All the above – mentioned documents are mandatory, without which your joining will not be accepted. Your office has been on information furnished by you.

You are requested to convey your acceptance of your appointment with in tendays from the date of issue of this letter. please return the duplicate copy of this letter duly signed as taken of your acceptance to the undersigned

In case we do not receive you acknowledge and acceptance within the stipulated time mentioned above and / or if you fail to report for duty by the stipulated date mentioned above. this letter of appointment shall stand cancelled and automatically withdrawn.

Yours faithfully,

For **ESSEN INFRA TECH LLP**

Authorised Signature



**Essen Infratech LLP**

LLPIN : AAP-4983 | GSTIN : 36AAQFN5879A1ZV

Plot No.246, Road No. 78, Jubilee Hills, Hyderabad - 500 033

T +91 40 2355 1266, M +91 7013 215 072, +91 8143 583 582

E-Mail : essen.infratech@gmail.com | www.esseninfratech.com