

Date: 18.09.2025

To,

Mr. Rajat Kumar Chauhan

Siktihiwa, Sariya, Bemhri,
Basti Uttar Pradesh, 272131

Subject: Job Offer Letter

Dear Rajat,

This is reference to your interview had with us, we are pleased to inform you that you have been selected for our organization for the post of **"Production Associate"** for our site at **PMD (Transferable)**.

Your per Month CTC salary will be Rs. 24033/- (Rupees Twenty Four Thousand And Thirty Two Only per month CTC salary).
Please note that in hand salary may reduce as per changes in taxes or statutory or other deductions notified by government.

NOTE: In case of resignation from services during the probationary/employment period, you shall serve the 30 Days prior notice in writing. (Accepted date by the management). Enforcing the option of the notice period is entirely up to the management.

This job offer is valid subject to submission of below documents.

1. Updated CV with latest photograph and complete contact details
2. Residential Proof - Copy of your **Aadhar and PAN Card**
3. Your Personal Bank A/C. details (Copy of Cheque with Name / Passbook)
4. **UAN** Number (If your PF account is still active)
5. Emergency Contact Numbers of your family members
6. Signed Copy of offer Letter issued by us.
7. Copies of your Educational and Work Experience Certificates
8. Copy of Relieving Letter issued by your previous employer.
9. Last 6 months pay slip issued by your previous employer.

We welcome you and are delighted that you have chosen to be part of our team.

We hope your long-term association with us will be mutually beneficial, pleasant and fulfilling.

FOR ROTOSTAT SERVICES PRIVATE LIMITED.



HINAL SHETH
(HR- MANAGER)

Job Offer Accepted & Signed by

Mr. Rajat Kumar Chauhan

Date of joining: -

Validity of Offer: 2 days from the date of Offer Letter received, unless you sign.