

Gmail

Prapul Podishetti <prapul397@gmail.com>

Offer Letter for the role of Business Development Executive

Innolabz HR <hr@inno-labz.com>

To: prapul397@gmail.com

Cc: Tanvi Chaturvedi <tanvi@inno-labz.com>, Akshay Singh <akshat@inno-labz.com>

16 August 2018 at 15:18

Dear Prapul

Greetings from INNOLABZ !!

We are pleased to offer you the position of Business Development Executive for our organization. We'd like to offer you a monthly starting salary of Rs 15,000. We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

As per our discussion, The Joining date is August 20th 2018, you have to report at our Noida office i.e. C-108, Sector 2 Noida UP. Reporting time is 09.30 AM.

Please carry the following documents

- 2 Photos
- PAN Card
- Aadhar Card
- All Marksheet till date
- Account Details
- 2 Passport Size Photos

Kindly acknowledge the same, we refer your acknowledgement as acceptance towards the given offer.

Note: if you will not acknowledge this offer within 48 hours then this offer will automatically be withdrawn.

In the meantime, in case of any query please don't hesitate to reach out to me, either through email or by calling me directly at 9015539218 or if I can do anything to make your arrival easier. We wish you all the best in your future assignments.

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Regards,

HR Department

+91- 8375030125, 0120-4576770

INNOLABZ

INNOLABZ VENTURES PRIVATE LIMITED

Regd. Office: C-108, Sector-2, Noida - 201301

Website: www.inno-labz.com

