

MEGASTAR FOODS LTD.

Registered Office: Plot No. 887 Industrial Area Phase-2, Chandigarh-160 002
Works: Kural-Ropar Road, Village Solkhan-140 108, Dist. Roopnagar, Punjab
Ph.: +91 1881 240401 (6 Lines) E-mail: info@megastarfoods.com



Ms. Suraj Kumar
Father's Name- Sh. Bhagwan Das
Address: Udham Singh Nagar
Uttrakhand, PIN-262308

Ref: MSFL/HR/2022-23/
Date - 07/02/2023

Subject: Appointment as Quality Executive

Dear Suraj Kumar

With reference to your application and subsequent interview you had with us, we are pleased to inform you that you have been selected as Quality Executive in our organization with the following particulars:

1. Joining date : On or before 14/02/2023
2. Probation Period : Three months from the date of joining
3. Place of posting : Initial posting shall be at Solkhan, Ropar
4. Monthly Gross Salary : Rs. 18,000/-
5. This offer is valid for the period of joining date as mentioned above. Any change to it may be admitted subject to the approval of the undersigned in writing.
6. You will give 6 months' notice period to the company in case of resignation.
7. Detailed appointment letter and salary structure will be given to you on your joining.
8. You are requested to bring the following documents along with the originals on the day of joining. The Original certificates will be returned to you after verification. In lieu of non-compliance to submit the same, it will delay in issuance of appointment letter and payment of salary.
 - a. Copy of Resignation letter addressed to the present employer duly accepted by them, within 5 days on receipt of the offer letter
 - b. Relieving letter of the present employer
 - c. Copies of Qualification & Experience Certificates
 - d. 2 number of passport size colour photographs
 - e. 2 number of Family photographs (if applicable for ESIC)
 - f. Last Salary Slip/Certificates and Form 16 certified by the present employer
 - g. Copy of the PAN Card and Passport / Driving License / Voters Card
 - h. Cancelled Blank Cheque of your bank
 - i. Aadhar card copy with complete date of birth
9. This offer is made based on credentials you have furnished in your CV and discussed during interview.
10. The above offer is subject to a medical examination and background verification.

Kindly sign the duplicate copy of this letter as a token of your acceptance and return it to us within 5 days from issuance date of this letter.

Thanking you,

For Megastar Foods Limited

I accept the above Terms of Offer

MEGASTAR FOODS LTD.

Manager-HR

(Signature of Candidate)

Registrar
Invertis University
Director Corporate Relations
Invertis University
Bareilly

