



SGM Tech

MAKING THINGS PERFECT

92/3, Shri Deepak Apartments, Tulshibaugwale Colony, Sahakarnagar Road, Pune - 411 009.

Email : ksuhasr@gmail.com / +919422515775 --

Ref: HR/SGM/2020/07

Date: 01.01.2020

To,

MR. RAHUL DATTATRAY DHAWALE.

Subject: Offer Letter

Dear Mr.

This has reference to your interview dated 28.12.2019 with us and we are pleased to appoint you on the following terms and conditions ;

You are designated as “ **Application Engineer** ” at our Sahakarnagar office and you may please report for duty on 01.01.2020 and your Gross CTC is Rs. 1,80,000 /- per annum .

You will be submit the following copies of documents / information at the time of joining:

1. Relieving letter from your present employer.
2. Salary certificate from your present employer.
3. Service certificate from all previous employers.
4. Four recent photographs (I Card / Stamp Size)
5. Form 16 (Income Tax Act) or provisional certificate in lieu of the same from the previous employers.
6. Copy of PAN Card.
7. Educational qualifications certificates along with mark sheets, including school leaving certificate / Birth certificate.

Please sign and returned the 2nd copy of this letter as token of acceptance.

For **SGM Tech Pune**

Suhas Kale
Proprietor