

Date: July 20, 2022

To,

MS. Dhanashree Ravindra Gawade  
Address: 241 Moryewadi, Banda Sawantwadi sindudurge, Banda,  
Maharashtra-416511  
Mobile No: 7387075465  
E-mail: [ghanashreegawade22@gmail.com](mailto:ghanashreegawade22@gmail.com)

**Sub: OFFER LETTER**

Dear Dhanashree,

We are pleased to offer you the position of "Consultant" on deputation with our client **Tata Communications Ltd**, for a fixed period of employment. This assignment is purely a contractual assignment from **July 25, 2022 to July 24, 2023**.

We are enclosing the details of the salary package, payable to you.

As per the terms discussed, a formal Appointment Letter will be issued on furnishing the details mentioned below:

- CV and 2 passport size photographs
- Proof of age
- E -Aadhar Card
- Certificate of Educational Qualifications
- Experience Certificates from previous employer
- Release from previous employer
- A copy of your present salary slip and 2 references with telephone and e-mail contact.

Kindly note this offer is subject to your furnishing the above mentioned supporting documents and affirmative reference check response. In case you fail to do so or if we find any of the documents submitted are false then this offer will become invalid and stands withdrawn.

This offer is open up to ten days from the date of issue and will stand withdrawn thereafter automatically

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With Warm Regards,

For Lobo Staffing Solutions Pvt. Ltd,



Authorized Signatory