



श्री महेश प्रसाद डिग्री कालेज

मोहनलालगंज, लखनऊ

☎ : 9415011835, 0522-4080035

E-mail : mpdcilko@gmail.com

Web : www.mpdc.in

पत्रांक : Degree College / Certificate / 875

दिनांक : 28.02.2018

To,

Mr. Jay Singh
Office Assistant.
Shri Mahesh Prasad Degree College,
Mohanlalganj, Lucknow

Subject: Employment Contract Renewal

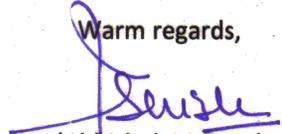
This letter is regarding your employment contract ending on 28 February 2018. After careful consideration of your past performance, we have decided to renew your contract and hope you continue to perform like this in the near future.

You have been working in this particular organization for the past 2 years. In this span of time, you have proved that you are a valuable asset to the company.

We offer you Monthly gross salary of Rs: 24,000/-

We wish you the best of luck for your future here and hope we get a response from your side soon.

Warm regards,


(Abhishek Maurya)
Assistant Manager
Sr. M.P. Degree College
Mohanlalganj, Lucknow



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E-mail : mpdcclko@gmail.com

Web. : www.mpdc.in

पत्रांक : Degree College / Certificate / 1162

दिनांक : 29/02/2020

To,

Mr. Jay Singh,
Office Assistant,
Shri Mahesh Prasad Degree College,
Mohanlalganj, Lucknow

Subject: Relieving cum Experience Certificate

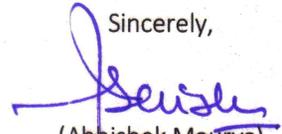
Dear Mr. Jay Singh,

As per the contract your services with the institution expired on 28th February 2020, we agree to relieve you from the duties on 28th February 2020. We also confirm that you have worked in our institution as Office Assistant from 3rd March 2016 to 28th February 2020.

During your employment with us, we found you to be very hardworking, honest, and very professional with the performance of your job.

The institution would like to thank you for your services and we wish you all the best in your future plans.

Sincerely,


(Abhishek Maurya)
Asstt. Manager
Abhishek Maurya
Asstt. Manager
Sr. M.P. Degree College
Mohanlalganj, Lucknow



श्री महेश प्रसाद डिग्री कालेज

मोहनलालगंज, लखनऊ

: 9415011835, 0522-4080035

E-mail : mpdc1ko@gmail.com

Web. : www.mpdc.in

पत्रांक : Degree College / Certificate / 542

दिनांक : 02/03/2020

To,

Mr. Jay Singh

Office Assistant

- Shri Mahesh Prasad Degree College,

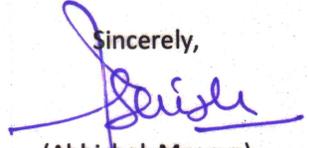
Mohanlalganj, Lucknow.

Salary Certificate

This is to certify that Mr. Jay Singh, has worked with our esteem organization under the title of Office Assistant from 3rd March 2018 to 28th February 2020 on monthly gross salary of Rs. 24,000 (Twenty Four Thousand Only).

We found this gentleman fully committed to his job and totally sincere toward this organization.

Sincerely,


(Abhishek Maurya)
Assistant Manager
Abhishek Maurya
Asstt. Manager
Sr. M.P. Degree College
Mohanlalganj, Lucknow