



ABCI INFRASTRUCTURES PVT. LTD.

(CIN No. : U45100WB1993PTC058047)

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An ISO 9001:2015, ISO 14001:2015,
ISO 45001:2018 Certified Company

ABCI/HR/ GHY/61/2024

Date: 12/07/2024

To,
Mr Bibek Roy
Vill- Hasimpur P.O-Balagarh
Dist-Hooghly (W.B)-712501
Mobile: 91- 7679033993
E-mail – bibek20031218@gmail.com

Letter of Employment

Dear Mr Bibek Roy,

This has reference to your application for the post of “**Trainee Surveyor**” and subsequent interview held with us over telephone, on dated **14.03.2024**.

We are pleased to inform you that your candidature for the said position has been finalized with a **CTC of Rs. 3.18 Lacs/annum**. You are required to join us on or before **01/08/2024** and your initial place of posting will be anywhere in India. Besides your services are transferrable to any part of India, depending upon the requirement of the Company. You will be on probation for a period of **6 (Six) Months** and after successful completion of your Probationary period, your services will be confirmed.

Terms & Conditions:

- (i) During the Probationary period, the Company may discontinue your service without any Notice Period if your performance is not satisfactory. If you want to discontinue during the probationary period, a prior Notice of 30 days must be served by you or one month's salary in lieu of Notice Period.
- (ii) After confirmation, the required notice period for termination of service by either side shall be one month or salary in lieu thereof.

For completing your joining formalities, please bring the followings:

- Copies of all testimonials.
- Copy of Photo ID proof with 2 copies passport photos.
- Proof of Age & Address.
- Last 3 months Payslip with releasing letter.

A detailed appointment letter containing the terms and conditions will be issued to you on your joining the organization.

We wish you long and mutually beneficial association with our organization.

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

Thanking you,
For ABCI Infrastructure Pvt. Ltd


Ripon Deka
Sr. Manager - HR

(Accepted)