

Ref.: TLL/HR/AL/3722

Date: 09.11.2020

Mr. Manas Ranjan Naik
Vill - Kandasar
Near Maa Motors,
Nalco Society
Odisha - 759145

Subject: Appointment Letter

Dear Mr. Manas Ranjan,

With reference to your application and subsequent interview you had with us, we are pleased to appoint you as "Asst. Officer II – Construction in 4G grade" for Godda (G-405) with effect from 01st May, 2019 as per the following terms & conditions:

- 1) The Salary will be as per enclosed salary sheet (Annexure–A).
- 2) You are liable to be transferred to any site, branch, group company, and place within or outside country.
- 3) You will be on Probation for a period of Six months from the date of joining. During the Probation period, your services may be terminated by either party without assigning any reasons.
- 4) On successful completion of Probation period, you will be confirmed in the services (after having performance appraisal). Unless confirmed in writing, you will be deemed to be on probation.
- 5) Service conditions applicable to you are enclosed herewith (Annexure – B & C) which will form part and parcel of this appointment letter.
- 6) All disputes of any nature whatsoever with respect to your employment with the company will be subject to the jurisdiction of Mumbai (appropriate Court) only.



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