



PRIME ENGINEERS

GOVT. APPROVED MEP CONTRACTOR & CONSULTANTS

Head office: Plot no-40, House no-01, Amrit Kunj Society, Sector-07,
Gandhidham 370 201, Kutch, Gujarat
Mob no: 9909021031 // 9824285005
E mail Id: prime.sindhu2003@gmail.com

APPOINTMENT LETTER

Ref no: PE/APP/25-26/05

Date: 09/06/2025

To,
Mr. RANVEER PAREEK,
Add : Bhurtiya Road,
Baldev Nagar, Barmer (Raj)- 344001

Mobile no - 9413184989 // Email id - ranveerpareek5488@gmail.com

Sub: Appointment Letter for the post of SAFETY OFFICER- Projects.

This has reference to your application and subsequent interview with us for the above captioned placement in our company.

We are pleased to inform you that you are hereby appointed as **Safety Officer** at PRIME ENGINEERS, effective from 16/06/2025. Your appointment is based on the terms and conditions mentioned herein and in accordance with company policies.

1. Position & Responsibilities:

You will be designated as Safety Officer and will be responsible for planning, implementing, and supervising all health and safety programs in accordance with applicable laws and client/project requirements. You are expected to ensure a safe working environment at all sites and Lead the safety Supervisor team with integrity and diligence.

2. Reporting:

You will report to the GM/RCM and client, or as may be directed by the management.

3. Place of Posting:

Your initial place of posting will be at HPCL BARMER – EIL project. However, you may be required to work at any of the company's sites/projects across India depending on operational needs.

4. Remuneration:

You will be paid a gross monthly salary of **Rs. In Hand - 45,000/** & PF 3600/** per month and food allowance 4500/- Rs per month as per company's rule.** Rented accommodation sharing basis with other team members will be provided by us. After completion of the 6 month probation period only you will be entitled for leave & other benefits as and when implemented by the company subject to sole decision of company management.

5. Probation Period:

You will be on probation for a period of **6 months** from your date of joining. Based on your performance and conduct, your services may be confirmed in writing after successful completion of the probation period.

6. Working Hours and Leave:

Your working hours and leave entitlements shall be governed by the company's rules and as per applicable labor laws.



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7. Termination:

This appointment may be terminated by either party giving **1 months' notice or salary in lieu thereof**, subject to conditions mentioned in the employment policy.

8. Confidentiality & Conduct:

You shall maintain confidentiality regarding all company matters and comply with all safety, ethical, and disciplinary standards expected from your role.

9. General Terms:-

- Absence for a continuous period of ten days without prior approval of management (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.
- During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.
- You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Company's policies, Company's patterns & Trade Mark and Company's Human assets profile.
- You will be required to comply with all such rules and regulations as the Company may frame from time to time.
- Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.
- If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.

Please confirm your acceptance of the above terms and conditions by signing and returning a duplicate copy of this letter.

We welcome you to PRIME ENGINEERS and wish you a successful and rewarding career with us.:-

With best wishes,

For Prime Engineers,



Authorized Signatory