

PARANJAPE SCHEMES (CONSTRUCTION) LIMITED

'PSC House', CTS No. 111+111/2, Anand Colony, Off. Prabhat Road,
Dr. Ketkar Marg, Erandawane, Pune-411 004, Maharashtra, India.
Tel.: +91 20 3939 4949 | Fax : +91 20 2546 0986



PARANJAPE
The Spirit Of New India

Date: 5th August, 2019

Mr. Paresh Suresh Gund

585, Raviwar Peth,
Talegaon Dabhade,
Taluka Mawal,
Dist Pune

Dear Sir,

Sub: Your resignation and relieving from duties.

We are in receipt of your resignation letter dt, 27st July, 2019 which we hereby accept. As per rules of the Company, you will be relieved after close of working hours on 26th August, 2019.

Please ensure that you have handed over charge of your responsibilities including office assets, stationery, documents, data, drawings etc. as informed by your HOD. Please submit Clearance Certificate by obtaining signatures of concerned HODs to HR dept. This will help us to settle your full & final account with the Company.

As per rules, you will be paid salary and allowances based on your last working day with us. For completing formalities related to PF, Gratuity etc. please meet HR dept.

We wish you all the best in your future endeavours.

Thanking you.

Yours faithfully,

for Paranjape Schemes (Construction) Ltd.

Sudhir Kulkarni

Dy. General Manager – HR

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[PSCL(PN)/HR/11071]

6th September 2019

SERVICE CERTIFICATE

Name : Mr. Paresh Suresh Gund
Designation at the
time of leaving : Executive-Sales
Date of Joining : 2nd July 2018
Date of Leaving : 26th August 2019
Annual CTC at the
time of leaving : Rs.4,00,020.00 /- p.a.

For Paranjape Schemes (Construction) Ltd.

Sudhir Kulkarni

Dy. General Manager – HR

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