



HRD/PITMIN/985674/JULY/2021

Date-10/07/2021

**Sub: Letter of Job Confirmation**

**Mr/ Ms. Pankaj Mani**

Consequent to the review of your performance during your interview round held on **09/07/2021** We have the pleasure in informing you that, you have been placed for you DGM Selection Process. All the terms and conditions as discussed in your interview (described below) remain unchanged till further written confirmation. The Company will be offering you annual fixed compensation of INR **3.41Lac**. This amount does not include allowance and statutory benefits and will be structured in accordance with the company's compensation guidelines. The Designation and Job Location will be fixed by Force Group HRD at the time of final discussion and you have to come along with photo-copies of all required documents as detailed below

**REQUIRED DOCUMENTS BY THE FORCE COMPANY HRD.**

1. Photo-copies of Qualification Documents.
2. Photo-copies of Experience Certificates (If any)
3. Passport Size Photograph
4. ID Proof-Address Proof

You are to make a REFUNDABLE security deposit of **Rs 7,000/- Seven Thousand Indian Rupees** as an initial amount in favor of our company HRD Name in charge of collecting payment. This payment covers, convince Interview, Courier, accommodation, insurance, Processing & Maintenance charges. The Refundable security deposit of **Rs 7,000/-** should be paid through Online Force Motors Company HRD accounting officer in charge of receiving payment of security deposit from selected candidates, HRD Accountant BANK Account information will be Provided to you by our HR.

**LAST DATE OF SUBMISSION: 10<sup>th</sup> July .2021**



**Plot No. 3, Sector - 1, Pithampur Industrial Area District Dhar Pithampur Madhya Pradesh :-454775 India.**

We look forward to your valuable contributions and wish you all the very Best for rewarding career with organization.

Please consider this letter as a token of acceptance of the same.

<b>Name</b>	<b>Pankaj Mani</b>
<b>Designation:</b>	<b>GET in Production Department</b>
<b>Offering Salary:</b>	<b>3.41 lac/- per Annual +Bonus</b>
<b>Accommodation:</b>	<b>Cab + Food +Hostel</b>

Hope it will be fine with you.

Regards

Vidya Tiwari (HR HEAD )



Corporate Office



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