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Ref: MU/2020

August 31, 2020

Mr. Kaushik Pal  
H.No. 05, Ichlabadh  
Bardhaman Post  
SH Pally, West Bengal - 713103  
Contact No: 7908891700

Dear Kaushik,

**SUB: OFFER OF APPOINTMENT**

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "OFFICER – PRODUCTION in the Grade of Officer - I" in our Organization subject to your being found medically fit. You will be paid a gross salary as per annexure enclosed.

You are requested to join our services immediately. Please come to the following address for medical checkup one day before joining the duty along with three passport size photographs.

1. Ichlabadh Post  
2. Bardhaman West Bengal  
3. Pin Code: 713001

Medreich House  
No 12/8,  
Saraswathi Ammal Street,  
Maruthi Seva Nagar,  
Bangalore – 560 033

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

Thanking you,

**RENNY SAMUEL**  
ASSOCIATE VICE PRESIDENT – HR

