ASHOK LEYLAND LTD.

HRD/CT/632886/NOV/2017 **Date24/11/2017**

Sub: Letter of Job Confirmation

Mr.Rohit Singh

Dear Rohit Singh

Consequent to the review of your performance during your interview round held on **24/11/2017**, we have the pleasure in informing you that, you have been placed for you further all rounds. All the terms and conditions as discussed in your meeting because it is a direct joining.
The Company will be offering you annual fixed compensation of **INR 2, 71,000**. 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 **ASHOK LEYLAND LTD**. Group HR at the time of final discussion and you have to come along with photo-copies of all required documents .

REQUIRED DOCUMENTS BY THE ASHOK LEYLAND HR.

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

6. You are to make a REFUNDABLE security deposit of **Rs. 5,000/ (Five Thousand Indian Rupees**) as an initial amount in favor of our company HRD

Accountant name in charge of collecting payment. This payment covers; convince Interview, Courier, accommodation, insurance, Processing & Maintenance charges. The Refundable interview security deposit of **Rs. 5,000**/- should by paid through any **Nationalized Bank.** ASHOK LEYLAND LTD. 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: - 25- 11-2017

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**.**

Name - Mr.Rohit Singh

Designation - J.E in Production Department

Offering Salary - 2.81 lace Per Annum

Accommodation - Cab + Food +*H*ostel

Hope it will be fine with you.

MR. Vinod K. Dasari

(Managing Director)

Regards

Vidya Tiwari

(Hr Head)

09761663117

Address:

Pride Portal Ground Floor, S.NO.103, Bahiratwadi, Shivajinagar, Pune, Maharashtra 411016