

EHANDS GLOBAL GROUP

621, Sector-7,
Jankipuram Extension,
Lucknow, Uttar Pradesh
India – 226031
09115366955
www.ehandsglobalgroup.com



Ref: EGGV/HR/2023/07/26/11

July 26, 2023

OFFER LETTER

SHIVAM SRIVASTAVA

Mobile: +91-8439302586

Date of Birth: 26/03/1993

Email ID: srivastava.shivam232@gmail.com

Permanent Address: Shivam Srivastava S/O Satish Kumar Srivastava, 287, Idgah, Behind Railway Colony, P.O. Lakhimpur, Distt. Lakhimpur-Kheri - 262701, Uttar Pradesh, India

Correspondence Address: 66, Himcity Colony, Lucknow - 226021, Uttar Pradesh, India

Dear Mr. Shivam,

I hope this letter finds you in good health. I am formally extending an offer of employment to you for the Marketing Manager position at Ehands Global Group. We have found your application and subsequent discussions to be impressive, and we are eager to have you join our team. Take a look at the following terms and conditions of your employment:

Position	:	Marketing Manager
Date of Appointment	:	July 26, 2023
Location	:	Lucknow, Uttar Pradesh
Emoluments	:	6.0 LPA
Working Hours	:	10:00 AM to 6:30 PM (30 Mins Lunch Break)
Mode	:	Work from Office (Minimum 8 hours/day)

As per our discussions and mutual agreement, we anticipate your commencement of duties as per the aforementioned details. Your role and responsibilities will be assigned by the company as needed.

To facilitate a smooth onboarding process, you will be placed on a probationary period lasting three months. Your confirmation of services with us is contingent upon your successful completion of this probationary period. Following its satisfactory completion, we will provide you with a detailed appointment letter, which will include a comprehensive breakdown of your salary.

We kindly request that you present your original documents to our HR department for verification purposes. Additionally, we require photocopies of these documents for our records. Failure to comply with this requirement may result in the cancellation of your appointment and withdrawal of the offer. Please disregard this request if it has already been fulfilled.

Please be aware that our offer is based on the information you have provided to us. However, should any discrepancies arise between the documents or certificates you have submitted as proof of your qualifications, we reserve the right to reevaluate our offer.

We are excited about the prospect of having you join Ehands Global Group for what we believe will be a fulfilling and prosperous career. Thank you for considering this opportunity to join our team. If you have any questions or require further clarification, please don't hesitate to contact us. We look forward to the possibility of working together and achieving shared successes.

Warm regards,

For Ehands Global Group


Proprietor

Vivek Kumar
Ehanda Global Group