

Sub: Letter of Appointment

Management is pleased to appoint you as “**OPS**” with effect from 05.06.2024 as per the following terms and conditions:

1. Probation

You shall be on probation up to the last date of the month in which you complete Six month of service. Your period of probation is liable for such extension as deemed fit by the Management and unless an order in writing confirming your services is given, you will not be deemed to have been confirmed of your services. If you offer to resign from the services of the company during the probation period, you shall give One Month Clear notice to the company.

2. Place of Work

You shall be working at Chennai office or any other office of the company or its associates as required by the management from time to time.