



Your selection as "Graduate Engineer Trainee" for Sales Profile at ACC Concrete

1 message

Anushree PARAB <anushree.parab@acclimited.com>

Thu, 2 Sep, 2021 at 5:47 pm

Cc: Anand ANDE <anand.and@acclimited.com>, amresh.nakhawa <amresh.nakhawa@acclimited.com>

Bcc: salaisjmhss@gmail.com

Dear Candidate,

We are pleased to Offer you a role as a **"Graduate Engineer Trainee - Sales Profile"** at ACC Concrete. Requesting you to report at your respective location on **06th of September 2021 (Monday)**. Annexure A has details of your Compensation.

Your appointment is subject to you being found medically fit as per our Health Assessment Questionnaire and Medical Report. You are required to undergo a medical screening at specified hospitals/diagnostic Centres in your city. Details of medical test to be as per the Annexure B & C. You need to send us scan copy of medical reports , annexure B & annexure C and we will inform you after we have ascertained your medical fitness and advise you on.(Please refer to the enclosed medical instruction sheet for detail guidelines)

A complete agenda of your One Week Virtual refresher training will be shared with you one day prior to your Joining date i. e. on **05th September, 2021 (Sunday)**. And as we await your arrival at our respective locations, here are a few things that we would like you to take note of:

1. You are requested to carry all your Original documents, certificates, PAN Card ,Aadhar Card, Mark Sheets, credentials, address proof, age proof, etc in ORIGINAL as well as two sets of photocopies. You are also required to carry your Passport Size 4 Photographs.
2. Carry important medicines like paracetamols, medicines for stomach upsets, common cold, or other such illnesses. Since we have monsoon at many places in India, carry your Umbrella OrRainCoat.
3. Please carry your 01st dose COVID Vaccination Completion Certificate and RTPCR Negative report (Test should be done 48 hours before joining)

If you have further questions, or need more clarity, we encourage you to call **Mrs.AnushreeParab , Mobile +919167831113 Or Mr. Anand Ande mobile +91 9160016150**. We request you to respond within one day from receipt of this offer letter to allow us to initiate pre-joining formalities.

Once again, welcome you to our ACC Concrete Family and look forward to working with you.

Warm Regards,
Anushree Parab

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