



Jeberson Retnaraj <jebersonretnaraj.it@sathyabama.ac.in>

Fwd: Appointment Letter

1 message

Divya Barathi <divyapapu1319@gmail.com>
To: jebersonretnaraj.it@sathyabama.ac.in

Thu, Jan 6, 2022 at 11:17 AM

----- Forwarded message -----

From: **Srinivasan** <srinivasan@datalogicsindia.com>
Date: Thu, Dec 16, 2021 at 6:02 PM
Subject: Fwd: Appointment Letter
To: <divyapapu1319@gmail.com>

Please find the below email for our appointment letter.

Thanks & Regards,
Srinivasan V
| HRD Trainer |

Datalogics India Pvt Ltd.,
Ph : +91 9600111937
email: srinivasan@datalogicsindia.com

Begin forwarded message:

From: Srinivasan <srinivasan@datalogicsindia.com>
Subject: Appointment Letter
Date: 16 December 2021 at 5:33:16 PM IST
To: divyapapu1319@gmail.com
Cc: Hamsa <hamsa@datalogicsindia.com>, DI Kk <kk@datalogicsindia.com>, "Subramanian. K" <subramanian@datalogicsindia.com>

Hi Miss.Divya Barathi,

Congratulations !

We are pleased to inform that you have been appointed as 'Business Coordinator' in Datalogics India Pvt. Ltd., effective from 15 December 2021 (Chennai Branch).

Probation Period: Probation period is for 3 months.

Salary: The salary offered is Rs:15,000 per month (Consolidated).

Working Hours: Monday to Friday- 9:30 am to 6:00 pm
Saturday- 9:30 am to 4:00 pm
Sunday: Holiday

Leave Policy: No leaves to be taken during the probation period because it would lead to LOP and impact your performance.

Notice Period Clause: If the employee desire to leave the company during probation, he/she need to serve the notice period of 1 month. Company can terminate the employee if the performance is not upto the expectation

during the probation.

Job confirmation: Job Confirmation will be given after 3 months subject to performance assessment and legal clearance.

Please reply to this mail as a token of acceptance of our offer and share the scanned copies of

- Experience letter (if any)
- Academic certificates
- PAN card
- Aadhar card

Wishing you a great career at Datalogics India.

 **DL Logo.pdf**
42K