

SBSPL/OL/HR/23

Date: 17.10.2023

Mr.A.Lakshmi Shanmuka,
S/o. Shri A.Krishna,
D.No:2-135, Avanigadda(M),
Krishna District-521 121.

Dear Mr.Lakshmi Shanmuka,

Letter of Trainee Offer for the Post of "Trainee Chemist" our Organization.

With reference to the interview and subsequent discussion you had with us, we are pleased to inform you that you have been selected for the post of "Trainee Chemist" in our organization. As discussed your place of posting will be at Plant, Gandepalli.

You are requested to submit following Certificates at the time of joining

1. Original Certificates of Educational Qualification together with one copy.
2. Original Certificates of Experience together with one copy.
3. Last Pay Certificate together with one copy.
4. Original relieving letter from your previous employer.
5. 3 Latest Passport size Photographs.
6. Last pay slips in Original.
7. Latest bank statement for 3months.

The Original Certificates shall be returned to you after due verification while retaining the set of copies submitted by you for our records.

As discussed you are advised to join on or before **31.10.2023** this letter of offer is valid up to **31.10.2023**. The letter of Trainee Appointment letter for One year shall be issued to you at the time of your joining in our organization.

For Sentini Bio-Spirit (P) Ltd.



Dr.M Madhusudhan Reddy
Sentini Group President -HR & Admin

SENTINI BIO-SPIRIT PRIVATE LIMITED

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