



Nilkamal Limited



Head Office : Nilkamal House, 77/78, Road No. 13/14, M.I.D.C., Andheri (East), Mumbai - 400 093, INDIA. Tel. : (91-22) 2681 8888 / 2836 1366

Material Handling Division : Fax : (91-22) 2836 1923 / 2836 7891 ● E-mail : info@nilkamal.com

Furniture Division : Fax : (91-22) 2835 3556 ● E-mail : furniture@nilkamal.com ● Visit us at : www.nilkamal.com

@home Division : Fax : (91-22) 2837 2787 ● E-mail : connect@at-home.co.in ● Visit us at : www.at-home.co.in

19th June 2020

Mr. Raghul Sakthi M.
14, Lakshmi Narayana Nagar,
Hosur, Krishnagiri,
Tamil Nadu-635109

SUB: OFFER LETTER

Dear Mr. Raghul,

Further to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Photographer** based at **Hosur MDF Plant**.

An appointment letter giving all the details will be issued to you as soon as you join us. You should join us on or before **1st July 2020**.

You are required to submit an acknowledged copy of your resignation letter within seven days of receipt of this letter for further processing and issuance of your Appointment Letter.

We Request you to submit copies of the following:

1. Educational Certificates (HSC, SSC, Graduation, Others if any)
2. Age Proof
3. Residential Proof
4. Salary statement of previous employer
5. Relieving Letter from your current company
6. 4 photos
7. Photocopy of Pan Card & Aadhar Card
8. Bank account details for salary/re-imbusement – cancelled cheque of **SBI/IDBI** only

Please sign the duplicate copy of this letter as token of your acceptance and return to us.

Wish you all the best!!

For Nilkamal Limited

A. K. Tyagi
Dy. General Manager - Human Resources

Received & Accepted
(Raghul Sakthi M)



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Candidate Name	Raghul Sakthi M.
Designation	Photographer
Department	Administration
Division	Operations
Grade	A4
Location	Hosur MDF Plant

Salary Component	Rs. Per Annum	Rs. Per Month
Basic	112704	9392
HRA	45084	3757
Supplementary Allowance	67308	5609
Other Allowance	39018	3252
Total Gross	264120	22010
PF	21600	1800
Gratuity	5424	452
Bonus	30862	2572
Total CTC	322000	26833