

12<sup>th</sup> August, 2023

**Touheed S**  
**Bangalore**

**SUB: OFFER LETTER**

**Dear Touheed S,**

With reference to your application and the subsequent interviews, we are pleased to offer you the post of **Customer Relationship Executive** in our Organization. You will be based at our **Bangalore** center on the terms and conditions mutually discussed and agreed upon.

This offer is subject to submission of photocopies of the following:

- Your updated resume
- Education certificates
- 2 Passport size photographs
- PAN card
- Aadhar card
- Address Proof (Rent agreement/ affidavit, in case address mentioned in Aadhar card is not of Bangalore)

Please ensure to get your original documents for each of the above.

You are requested to join our organization on or before **12<sup>th</sup> August, 2023** failing which, this offer stands withdrawn. The detailed appointment letter will be issued to you after satisfactory completion of training and certification and on providing the requisite documents as mentioned above. The terms and conditions as mentioned in the appointment letter shall be considered as final in regards to your employment with us.

We look forward to your joining our organization and wish you all the best in your career with us.

Thanking you,

Yours Sincerely,

**For One Point One Solutions Ltd.,**

**Acceptance**

**Human Resources**

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