



**Mr.Akshay Magadum**  
**Belagavi**

Dear Akshay,

Further to your interview, we are pleased to inform you that you have successfully cleared the Interview level for the position **Jr.Plumbing Draftsman** at **VK:e environmental LLP**. Enclosed here is our offer for you. Please check the document and inform us about your acceptance to HR Department in the main office.

Please submit following documents -

1. Relieving letter of last employer
2. Latest salary slips
3. All experience certificates
4. All educational certificates
5. Copy of PAN card
6. Copy of Aadhar Card
7. Copy of Last Employer Appointment Order & CTC Break up
8. 2 Photographs

There is also a job profile stating your role & responsibilities. Your appointment is subject to your producing all the documentary evidence, certificates and qualification as stated by you in the CV furnished at the time of interview. It is necessary for you to go through it in details & do let us know if you have any doubts about it.

After you have informed us about your offer acceptance & joining date your appointment is there after based on scrutiny of information submitted by you. On which, you may be join employment subsequently.

If you have any other queries, please do not hesitate to contact the HR Dept. in the main office. Finally, we look forward to your acceptance and a long term fruitful journey.

Yours sincerely,

**Mrs.Apoorva Kulkarni**  
**Partner of Operations**

For & behalf of VK:e environmental

t: +91 20 6626 8888

e: [hr@vkarch.com](mailto:hr@vkarch.com)

T:\VK03 Company Business\HR\HR Main\VKe\Employment\Employee Appointments\Akshay Magadum Jr. Plumbing Draftsman\Offer Letter -Akshay Magadum.docx

**Date: 07/08/2023**

1 of 1