

OFFER LETTER

Dear Mr Lalji Jiyan,

Dt.20/06/2014

With reference to your application and the interview you had with us and as you agreed our policy for Fresher, **Infoways Media** is pleased to offer you the position of **Trainee (PHP Developer)** on the following terms and conditions.

As a **Developer**, you will be responsible for handling company's developing work. You will work at our Development Centre at **Ahmedabad, Gujarat**.

Normal working hours are from **10:00 a.m. to 8:00 p.m. (including 1 hour Lunch Break + 1 hour Reporting)** Monday through Friday. Of course, as an exempt employee, you will be expected to work additional hours as required by your assignments.

The detailed appointment letter will be given to on joining duty.

Kindly submit the following documents before joining the Company; failure to this, our offer of employment stand cancelled.

- a) True copy of your Educational Mark sheets
- b) True copy of your Degree Certificates
- c) Trainee Letter (If any)
- d) 1 Recent Passport Size Photograph

We look forward to your favorable reply and to a productive and exciting work relationship.

Sincerely,

Managing Director

Infoways Media

Business Branding | Web & Graphic Design | Development | Mobile Applications | SEO