

Ref: Genus/HRD/2017-18  
Dated: 2nd January, 2018



**Mr. Mayank Agarwal,**  
**S/o Late Mr. Ashok Agarwal,**  
**Agarwal General Store, Shop No: 18,**  
**Plaza Market, Telco, Jamshedpur (Jharkhand)- 831004**

**Subject: Offer Letter.**

**Dear Mr. Mayank Agarwal,**

With reference to our discussions, we are pleased to offer you an appointment in our organization on the terms and conditions mutually agreed at the time of interview.

We are pleased to offer you the above mentioned position with following terms and conditions:

1. Position & Grade: GET / Tr-E, (Research & Development, MSD Division)
2. Place of Posting: Jaipur
3. Probation Period: Twelve Months
4. Annual CTC: Rs.3.0L

In addition to above CTC, you will be entitled for one time Long term Bonus of Rs.1.5 L which is payable only in case of successful completion of three years in the Organization. Long Term bonus will be effective from your Date of Joining.

You are requested to sign this offer letter as a token of acceptance and send a copy of this to us. You are advised to join your duty at Jaipur on or before 30.01.2018. At the time of joining, you are required to produce the following documents:

1. Proof of Date of Birth (10th certificate)
2. Proof of Educational Qualification (Semester / year-wise)
3. Medical fitness certificate
4. Aadhaar Card
5. Recent passport size colored photographs with white background (Six nos.)
6. Copy of PAN Card, Driving License & Passport, if any.
7. Provisional Certificate from your College / University.

Please note that this offer letter is provisional, and appointment is subject to your fulfilling the eligibility criteria for the job and submission of proof thereof decided based upon your final results.

Looking forward to your joining in Genus family,

**For Genus Power Infrastructures Ltd,**

  
**(Arjya Kumar Mishra)**  
**Head – Corporate HR**

**Genus Power Infrastructures Limited**

(A Kailash Group Company)

Corporate Identity Number  
L51909UP1992PLC051997

**Corporate Office:**

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