



**PROVISIONAL OFFER LETTER**

**College Name: T.J.S. Engineering College**  
**Date: 17-March-2022**

Dear Mohendar D (B.E.(Mechanical))

**Congratulations!!!**

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Perungulathur facility (No.16, GST Road, Gateway office Parks A-1 Block, Ground Floor, Perungulathur, Chennai 600063). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

We at Sutherland are privileged to have you with us and we look forward to launching your career on a successful note.

You will have to furnish the following documents during the hiring/onboarding process

- 10 Passport size photographs
- 10th, 12th and UG/PG education certificates – (whichever completed)
- E-Aadhar card-mandatory for address proof.
- Pan Card- Mandatory to open bank account.
- In addition, you can also submit Ration card, Driving license/Passport, PAN Card, Voter ID for address proof.
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Yours sincerely,

**Talent Acquisition**  
**Sutherland**

This is digitally generated soft copy hence signature is not required  
Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6<sup>th</sup> floor, Chennai, Tamil Nadu, PIN 600063



  
**PRINCIPAL**  
**T.J.S. ENGINEERING COLLEGE**  
Peruvoyal, Kavaraipeetai,  
Gummidipoondi Taluk,  
Thiruvallur Dist - 601 206.