



Reg Offer of Employment with Nihon Technology P Ltd

1 message

Deivabala B <deivabala.b@nihontechnology.com>

Wed, Aug 10, 2022 at 6:48 PM

To: jeevithasivashankar@gmail.com <jeevithasivashankar@gmail.com>

Cc: Pushpa Devi R <pushpadevi.r@nihontechnology.com>, Sathya.s <sathya.s@nihontechnology.com>

Dear Ms. Jeevitha,

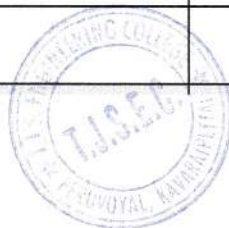
• Greetings from **Nihon Technology Pvt Ltd!!**

Further to your Job application and the subsequent Interview discussions you had with us, we are happy to offer you the position of "**Technical Trainee**" at our **Chennai Office**.

Your Annual CTC will be **INR 2,50,000 per annum** . You are requested to join us on **18th August'22 (Thursday)**.

Please find below the CTC breakup :

COST TO COMPANY - BREAKUP SHEET			
Emp No	TBD	Emp Name	S Jeevitha
Designation	Technical Trainee	Department	BU2 DTS
Location	Chennai	Date of Joining	18-Aug-22
Fixed Components -Comp A		Monthly	Annually
Basic Pay		7,113	85,360
House Rent Allowance		3,557	42,680
Special Allowance		4,571	54,856
Meal Allowance		2,200	26,400
Fixed Allowances - Comp B			
Mobile Allowance		0	0
Internet Allowance		0	0
Fuel Allowance		0	0



S. Jeevitha
T.J.S. ENGINEERING COLLEGE
Peruvoyal, Kavaraipeetai,
Cumbidipondi Taluk,
Thiruvattur Dist - 601 206.

Total Fixed A + B		17,441	
Component C			
Variable Pay		0	0
Total Comp A+B + C		17441	2,09,296
Component D			
Provident Fund - Employer			21,600
Gratuity			4,104
Medical Insurance			15,000
Total Cost to Company			2,50,000

Request you to consider this mail as the formal offer letter and your appointment letter will be provided on the day of joining .

You are expected to respond to this mail on or before 12th August'22 as a token of offer acceptance and kindly share your resignation mail (if applicable) with us as a confirmation of joining .

Kindly submit the photocopies of the documents mentioned below(whichever is applicable) on the day of joining.

1. Education certificates (whichever applicable)-

- S S L C.
- 12th Std.
- UG Degree. Consolidated Mark Sheet, Provisional and Convocation Certificate.
- PG Degree. Consolidated Mark Sheet,, Provisional and Convocation Certificate.

2. Cancelled Cheque

- Passport copy ration card
- Aadhar Card
- Pan card
- 1 Passport size Photo

Please feel free to reach out to us for any further information / clarification required. Looking forward for you to join us !!!

Warm regards,

Deiva Bala . B

HR Manager



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