

Dear Mr. /Ms.A.Akshitha

Sub: Conditional Offer Letter

Further to our campus /walk-in/telephonic interview, we are happy to offer you the position of **Network Analyst** with our company. Your initial place of work will be at **Hyderabad**.

Please note that your appointment will be subject to your successful completion of the training and final assessment by the client. On selection by the client, we will arrange to issue the Appointment Letter.

Your training location would be in **Hyderabad**. However, the deployment location will be based on client's requirement. The working hours shall be based on specific project needs, which may include working in different shifts based on client requirements. From time to time, you may be required to travel to other locations within **India** or **overseas** as may be required.

At the time of training, you are requested to bring copies of the following self-attested documents for our records:

1. Original Certificates in support of your qualification (10<sup>th</sup>, 12<sup>th</sup> and Graduation certificates)
2. Four Passport Size photographs.
3. ID Proof (Voter ID/ Passport)
4. Address proof (Election ID/Driving License)
5. Pan card copy

You are also required to submit original mark sheet of 10<sup>th</sup> or 12<sup>th</sup> for verification at the time of reporting for Training on **13<sup>th</sup> May 2019**.

Upon successful appointment your **Annual CTC will be Rs.2,80,000/- (Rupees Two Lakh Eighty Thousand only)**, subject to all applicable statutory deductions. While your initial core focus is on "**Network Analyst**" and other areas of Services that Maintec's client offers, the opportunity is also available to grow to a senior position from a future career perspective subject to tangible accomplishments.

The training will commence on **13<sup>th</sup> May 2019**. And you will be intimated on client assessments during the training period.

Please call Kesav : 9148001631 for any clarification.

**Office Address**

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1-8-343, MNJ Palace, 1st Floor, Indian Airlines Colony,  
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