



INTERNATIONAL FORENSIC SCIENCES (P) LTD. (IFS)

FORENSIC EXPERTS, SCIENTISTS AND FORENSIC INVESTIGATORS

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Off. No. 51, 'B' Wing, Third Floor, K. K. Market, Near Pune - Satara Road,
Dhanakawadi, Pune, (Maharashtra), Pin- 411 043, India,

Telefax No. 020 412 64 864, www.forensic.co.in support@forensic.co.in

Miss. Shital Ganeshrao Zade
Saikamal Niwas, Anand Park,
Koregaon Bhima, Tal - Shirur,
Dist. Pune - 412216

Date: 05th June 2017.

Subject: Your application for the post of Junior Forensic Assistant.

Dear Miss. Shital Ganeshrao Zade

We are in receipt of your application for the post of Junior Forensic assistant. We are pleased to inform you that our organization has found you eligible for the profile described. You are requested to report at our office as per address given below at 09:30 AM, on 05th June 2017.

in approval to your appointment.

IFS,
Office No. 30, Sixth Floor, 'C' Wing,
K. K. Market, Dhankawadi, Pune - 411043 (Maharashtra)

This is to inform you that this letter will be null and void in case you do not report at the date and time specified in this letter.

As per our Company policy, you will be on Probation for a period of 3 Month and then, based on your performance and review you will be taken to the next level of employment in the organization. During the probation period your services can be terminated with seven days notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on one month's advanced notice on either side. Absence for a continuous period of seven days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation

During your probation period you are entitled to take 3 leaves excluding Sundays. After contract period / probation period and if your job is confirmed - you are entitled to take 18 leaves (Excluding five compulsory Holidays). In cases of emergency for any extra leave requests however the decision will be upon the management.

During the probation period, you will be entitled to fixed salary of 10,000 Rs. (INR- Ten Thousand Only) per month. Your salary will be revised after the completion of three month and will be based on your performance. (Performance Monitor Period and Salary Changes after probations: 6 Month, One Year, Two Year, Three Year, Five Year and Ten Years etc)

We hope to have a long successful professional relationship with you and wish you all the very best.

Yours sincerely...

(Authorized Signatory)



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