

Ref no: AIPL/LOI/20220208/148-BLB083

Date: February 08, 2022

Mr. Gaurav Raj Soni

S/o Mr. Rajeev Kumar Soni

R/o Bada bazaar, Gohad

Dist. Bhind, MP – 477116.

Sub: Offer Letter

Dear Gaurav,

We are pleased to offer you the job in the position of **Chemist – R&D** in our company. A detailed letter of appointment will be issued to you at the time of joining us. As discussed during the interview stage, you have confirmed that you shall join us on or before **February 10, 2022** failing which your appointment stands withdrawn. Your compensation details have been finalized & accepted by you during our personal interaction & the same will be mentioned on your appointment letter post your successfully joining the Company. You are requested to report at our site location, Alchem International Pvt. Ltd., 25/2, Main Mathura Road, Village Kaili, Ballabgarh, Faridabad – 121004, Haryana on your joining date.

Kindly bring the following documents with you on the day of joining:-

- a) Relieving letter and salary certificate from your previous employer.
- b) Educational qualification & professional qualification certificates in original and one set xerox.
- c) Four passport size latest photographs.
- d) Experience certificates of all previous employers.
- e) Two reference who are not relatives with land line numbers / mobile numbers.
- f) Two references (relatives) with land line numbers/ mobile numbers to be verified at the time of joining.
- g) Identity, permanent residence proof, PAN copy and Aadhaar copy.

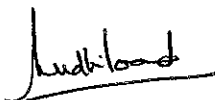
I take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association. Kindly return the attached copy of this letter, duly signed by you, as a token of your acceptance.

This offer is purely subject to facts stated in your CV/Resume and revealed during personal interview. If any information is found false/incorrect at any point of time, the Company reserves the right to withdraw this offer letter.

Please feel free to get back to the undersigned should you need any further clarifications/assistance.

Yours sincerely,

For Alchem International Private Ltd.,



Colonel Sudhir Sood

Senior Vice President

Alchem International Private Limited (Formerly – Alchem International Limited)

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