

Date: 02nd August, 2021

Dear Ms. Surya Navyatha Vakkalanka,

Provisional Offer Letter

With reference to your application and subsequent selection procedures, we are pleased to offer you a position as **Graduate Engineer - Trainee** in our company located at **Hyderabad**.

Your Training shall be effective from **16-August-2021**.

Upon your joining, you will be issued an appointment letter providing detailed terms and conditions.

You are required to submit the testimonials as per enclosed check list to complete the joining formalities.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

Looking forward to having you on board soon

For CADSYS (INDIA) LIMITED



(BAPANNA SASTRY M V S S)
Manager – Human Resources



CHECKLIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF JOINING			
S.No	Documents	Qty	Remarks
1	Passport size Photographs	4	
2	Educational Certificates Originals and Xerox Copies		
	i)10th Class	1	
	ii)Intermediate or Diploma	1	
	iii) Graduation	1	
3	Copy of Pan Card	1	
4	Copy of Aadhar Card	1	
5	Copy of Passport(Optional)	1	
6	Rs. 35,000/- Cheque or DD (Drawn in favor of candidate) towards Bank Guarantee	1	

