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Dated: 20th June, 2025

Mr. Shivom Gupta

S/o Sh. Vinod Kumar Gupta

Flat No. 408, Tower- 10,

Devika Skyper, Raj Nagar Extn.

Ghaziabad- 201001

Uttarpradesh

Mob: 9411076973

Subject: Offer of Appointment for Area Sales Manager (Cos. Div.) for U.P. West

Dear Mr. Shivom,

This has reference to your application and the subsequent interview you had with us. We take pleasure in offering you **Offer of Appointment** in our organization as **A.S.M. (Cos. Div.) for U.P. West** on the terms & conditions as discussed and agreed upon mutually.

You are requested to join on or before **21.06.2025** at **Ghaziabad** failing which this offer automatically stands withdrawn, until and unless confirmed in writing by us: -

You are also requested to intimate in advance the exact date of joining.

You will be initially on probation. An appointment letter of probation will be issued to you immediately at the time of your joining. You are requested to bring and produce the following documents at the time of your joining to enable us to complete your personal record.

1. Birth Certificate/ School Leaving Certificate (including your date of birth)
2. Aadhar Card, Pan Card, Cancel Cheque, Voter ID & Driving License
3. Education Certificates and Experience Certificates.
4. Three Colored Passport Size Photographs.
5. Two Joint family photo and Family Aadhar Card (if covered under ESIC).
6. Resignation Letter, NOC, Salary Certificate & Relieving Letter from your immediate last employer.
7. Medical Fitness Certificate from a qualified Doctor with a minimum degree of M.B.B.S.

Please note that during your service in our company, your services will be liable to be transferred anywhere in India from one place to another and/or from one department to another and/or from one post to another purely at the discretion of the management and on account of exigencies of work.

You are requested to return a copy of this letter duly signed by you as a token of your acceptance of the offer.

Yours truly,

For M/s Multani Pharmaceuticals Ltd.

Read & Accepted

(Ankit Tripathi)
Head - H.R.

(Shivom Gupta)

Multani Pharmaceuticals Ltd.

Manufacturers & Exporters of Herbal, Ayurvedic, Unani, Veterinary Medicines & Analytical Division

MEMBER: • Association of Manufacturers of Ayu. Medicines • PHD Chamber of Commerce and Industry • Delhi Factory Owners Federation

• Federation of Indian Chambers of Commerce and Industry • Okhla Industries Associations, Delhi • Indian Pharmaceuticals Association • Bhagwanpur Industries Association, Uttarakhand
• Indian Pharmacy Graduates Association • Medicinal Plant Cultivation • New Delhi Traders Association