



Greetings from VerGo!

3 messages

Lissette Figueiredo <hra1@vergolabs.com>Fri, 3 Jan, 2025 at 1:32 pm

To: chetansonuparab@gmail.com <chetansonuparab@gmail.com>

Cc: Vernica Barretto <Vernica.Barretto@vergolabs.com>, Trupti R. Prabhudessai <Trupti.prabhudessai@vergolabs.com>

Dear Chetan,

Greetings from VerGo Pharma Research Laboratories Pvt. Ltd.

We are pleased to offer you trainee position in ADL dept. of our organization.

We have received the medical reports of the recently conducted medical examination and you are found to be medically fit to join VerGo. You can now begin the separation procedure.

Request you to share your resignation acceptance letter and confirm your relieving date as soon as possible so that we can finalize your joining date.

In order to speed up the process of induction we would require the following scanned documents from your end:

- q SSC Mark sheet & Passing Certificate
- q HSSC Mark sheet & Passing Certificate
- q Graduation Mark sheet & Passing Certificate
- q Post-Graduation Mark sheet & passing Certificate
- q Previous Organization Service Letter and Reliving letter
- q Bank account details
- q PAN Card
- q Adhaar Card
- q Recent Passport size photo (jpeg format)

Regards
Lissette Figueiredo