

Ref. No.: MP/HR/OL/2022/September/044

Date: 28 September 2022



Marksans Pharma Ltd.

To,
Reeya Gomes,
Hno 684, Housing Colony Road, Gogol, Margao,
South Goa - 403601
Goa

Sub: Offer Letter

Dear Ms. Reeya,

With reference to your application dated **28 May 2022** and the subsequent interview you had with us, we are pleased to appoint you in our organization as "**Management Trainee - Quality Control**" at our factory situated at Verna- Goa.

This offer is open to you provided you join our organization on or before **03 October 2022** subject to the Conditions that you are medically, physically and mentally fit. For doing the pre-employment medical test you need to visit **Dr. Anand Thakur, S-19, Ground Floor, Chase Chambers, Opposite La Paz Hotel, Swatantra Path, Vasco Da Gama, Goa 403 802, Email: contact@caregoa.com, Contact No: 0832 2500191, Time: 8:00 am to 4:00 pm, Closed on Sunday.**

You are also requested to submit your resignation letter to us within one day after expecting the offer. Kindly bring the following documents while joining:

1. Certified Xerox copies of original Education Certificates. 10th, 10+2, Degree, Post-Graduation (All semester mark sheets, degree certificates, Convocation Certificate), Certificates for any other course perused. Photocopy of CONVOCATION certificate is mandatory for submission.
2. Date of Birth Certificate and Form No. 16 of previous employer, If applicable
3. Six Photographs.
4. Other **Mandatory** Documents: Photocopy of Pan Card, Aadhar Card (Colored copy), Voter ID, along with any other Govt. approved Photo ID, Technical Approved Staff License, if any.
5. ESIC, PF and UAN numbers (Mandatory if Contributed in previous Employer)
6. Previous & Present Employment details (1 set self-attested): Appointment letter, Confirmation Letter, Latest Salary revision (Increment) Letter, Experience Letter, Relieving Letter, Resignation & acceptance letter.

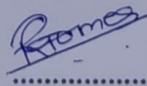
We expect you to be formally dressed, clean-shaven and wear formal footwear on the day of your joining & continue further

Please sign on the copy of this letter as a token of your acceptance of our offer and return it to the undersigned, mentioning your date of joining.

Thanking You,

For Marksans Pharma Ltd.

Authorized Signatory


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I accept

www.marksanspharma.com