

Chaitanya Institute for Mental Health
Khadi Machine, Pune

Sub: Letter of Appointment

Dear, Anil Thomas

This refers to your application and subsequent interview with us on 21st May'18 at BCM College, Kottayam. We are pleased to inform you that you have been selected for the post of Residential Psychiatric Social Worker with a commitment for 2 years.

Your date of commencement of Employment will be on or before **June 28th, 2018**. You should report to Anto Augustin (Project Co-ordinator) at CHAITANYA INSTITUTE FOR MENTAL HEALTH, Bhagat Puram, Srv.No.: 31/A, Kondhwa BK, Near Khadi Machine Chowk, Pune – 48. You are requested to contact Anto (09763130364) one day before reaching Pune.

You will be entitled to receive Gross Salary of 11,000/- and benefit of free food and accommodation during the period of your employment with us.

Please bring along the below listed documents:

- a. Copy of the **Letter of Appointment**
- b. **Original Academic Certificates** (all from 10th to Highest)
- c. **Photo and Address proof** certificate
- d. **2 Passport size photos**

Your employment would be subject to the terms and conditions, which will be issued to you on your joining date.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey. We assure you of our support for your professional development and growth.

For Chaitanya Institute for Mental Health

Cince K John

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With regards...

Chaitanya: Centre for Psycho Social Rehabilitation, Cochin
0773-6900092, 09446517409