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4 of 3,534

Jyothi V <jyothi.vydia@gmail.com>
to me, Jyothi

Hi Sir,

I don't have my offer letter handy. Hence sharing the joining letter confirmation mail.

Regards,
Jyothi Vydyanath

----- Forwarded message -----
From: **Naveen Sahaya William Maria Louis** <naveenwilliam@virtusa.com>
Date: Tue, 29 May 2018 at 10:59 AM
Subject: Welcome to Virtusa
To: jyothi.vydia@gmail.com <jyothi.vydia@gmail.com>

Dear Candidate
Congratulation!!!!
We are delighted to have you on board and hope you will enjoy your work at Virtusa **Chennai**. Please do carry a print out of this letter and an original copy of any Govt. ID card.
Once again congratulations and welcome to **Virtusa family**.
At Virtusa each one us play a significant role in achieving our Company's Vision and Mission. We believe in a work culture that combines fun with discipline and adherence to the standards and principles of professional conduct.

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Your date of joining will be 1st Jun'18 & **Reporting Time is 10.30 AM**
Contact Person: Lavanya R

The scanned copy of the following documents should be sent

- 10th marksheet
- 12th Marksheet
- UG provisional degree and Consolidated marksheet
- PG Provisional Degree and Marksheet
- Pan card
- Aadhar card
- Passport

Offer letter of the previous 2 organizations who worked in and the relieving letter of the last 3 organizations you worked with.

- The above documents should be sent in a single mail either in RAR format or as a zipped folder.
- Avoid sending multiple mails. All documents should be sent in a single mail.

please ensure to bring the following documents on the day one of Joining:

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