

Letter of Offer

REF NO: TKM/BOD/01140419
15-04-2019

Mr. Krishna Kumar Suresh
No 42, Kalavaikarai Street, Moondramkattalai,
Kundrathur, Chennai – 600128

Sub: Job offer

Dear Mr Krishna Kumar Suresh

We are pleased to offer you the position of **Executive Director** in our **Thuvakkam** based at **Chennai**.

We trust that your knowledge, skills and experience will be among our most valuable assets.

As discussed, and agreed with you, you will be eligible to receive the following beginning on your joining date:

- **Salary:** Annual gross starting salary of **Rs.3.5 Lakhs**, subject to tax and other statutory deductions
- Business Travel allowance and reimbursements as per organization policy.

Please send a signed copy of this letter indicating your acceptance to join to our Board of Director.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in our Chennai office.

Please submit the following documents to Directors at the time of your joining: (1) photocopies of your degree certificates, (2) certifications, if any, (3) experience/ relieving letters (4) two colour passport-size photos and (5) proof of address.

We look forward to welcome you aboard.

Sincerely,

For **Thuvakkam**



Abhirami Arunachalam / Board of Director

"Be the Change you want to See"