

16. FP

naviGant

Date: 17th- April -2023.

**LETTER OF INTENT**

Dear Sushant ,

Welcome to **Navigant International Pvt. Ltd.**

Pursuant to our meeting, I am pleased to make you an offer as **Inside Sales Executive** at our office in New Delhi. You will be entitled to an all inclusive compensation package mutually agreed upon per anum .

However, the complete details of your compensation package will be stated in the letter of appointment, which will be served to you on joining our organization.

Please report to the office on **17-April-2023** failing which the offer shall **automatically stand withdrawn (if without information)**

Kindly bring the following documents in original and also a copy of each document. The original documents will be returned to you after verification.

Relieving letter and Salary certificate from the previous employer.

1. Four passport size photographs.
2. Educational qualification certificates as mentioned on your CV.
3. Residence proof.
4. Photo I-D proof.

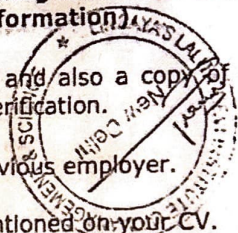
**Best regards,  
HUMAN RESOURCE MANAGER**

**ACCEPTANCE:**

This offer is intended to contain the significant terms of the position offered. To signify acceptance of this offer, please **sign the statement of acceptance below.**

**I ACCEPT THIS POSITION AS DESCRIBED ABOVE.**

Date : \_\_\_\_\_  
Signature of Candidate : \_\_\_\_\_



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