DEXLER Energy

Asmita Kumari
No-97 , Mael
Near Rajrappa Road
Chitarpur, Ramgarh
Jharkahand State - 825101
Mobile: 9279092500

Date: 19TH December 2025

Dear Asmita

Sub: Offer for Management Trainee

With reference to your application and the subsequent interview you had with us, we have pleasure in offering you employment with our company.

1. DESIGNATION : Management Trainee
2. DURATION OF PROBATION : 12 Months
3. PLACE OF POSTING : Bangalore
4. STIPEND MONTHLY : As discussed

You are requested to join duty as on or before **Date: 5th January 2026**

Please return a duplicate copy of this letter duly signed, confirming your acceptance on or before **Date: 19th Dec 2025** failing which this offer will stand automatically withdrawn. Details of your traineeship letter and package will be given on the date of joining.

Please report to work on the date specified with the following.

a) **Your copy of the offer letter**
b) **Two passport sized photographs**
c) **Information of your blood group**
d) **Your educational certificates – original and one duplicate**
e) **Temporary and permanent address proof**
f) **Copy of photo identity proof**
g) **If you have worked earlier,**
   - **your relieving letter/experience certificate**
   - **salary certificate/tax deduction at source/total earnings of the financial year**
   - **Name of the provident fund trust (if it was a trust)**
   - **Your provident fund and family pension numbers**

We look forward to your joining our team for a long and successful association.

With best wishes,

Ravi Kumar PVN
CEO
Dexler Energy Pvt. Ltd

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Signature and Date