

# Dr. K.N. MODI ENGINEERING COLLEGE MODI NAGAR

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17<sup>th</sup> July, 2018

To,  
Mr. Satish Chand,  
S/o Mr. Nandpal Singh,  
Email Id, satishchnd183@gmail.com  
Mobile No. 9895124561.

Subject: Letter of Interest

Dear Sir,

With reference to your application and subsequent interview you had with us on 11<sup>th</sup> June, 2018. We are pleased to offer you the post of **Assistant Professor – Electrical Engineering** at Dr. K.N. Modi Engineering College, Modi Nagar 201 204 on the terms and conditions mutually agreed upon.

You are required to join your duties on or before 21<sup>st</sup> July, 2018. You are requested to produce the necessary documents (X, XII, U.G & P.G. Marksheet and Certificate, Pan Card, Voter ID Card, Ahar card & Salary Slip) at the time of joining to complete your personal records.

A regular appointment letter will be issued to you after your joining. This letter does not constitute your appointment and will be effected only after completion of various formalities and verification of your credentials/ records necessary, professional reference check and on return of duly signed copy of your acceptance to the terms of your appointment as offered to you when you join us.

You are requested to return duplicate copy of LOI as token of acceptance of this letter.

You are also requested to produce *releasing certificate and salary proof* from your last organization at the time of your joining with us.

Thanking you,

Yours Truly,

  
Authorized Signatory