

Sr. Manager (HR-EB/Rectt.),
HR Department,
APCPL/IGSTPP
Admin. Building
Jharli, Jhajjar-124141

SUB: ACCEPTANCE OF OFFER REF. NO. _____
DATED _____ TO THE POST OF Executive Trainee - 2020.

Sir/Madam,

With reference to the above cited subject,

1. I hereby accept the above mentioned offer of appointment and the terms and conditions contained therein.

1.1 All the four copies of the Attestation Form duly completed will be submitted at the time of reporting.

1.2 I will be reporting at APCPL, Jhajjar for medical examination/document verification on _____ and thereafter for joining.

Yours faithfully,

Signature : _____

Name : _____
(in BLOCK LETTERS)

Discipline : _____

GATE Reg. No. : _____

APCPL Reg. No. : _____

Address : _____

Contact No. : _____
(with STD code)

Place: _____

Date: _____

Sr. Manager (HR-EB/Rectt.),
HR Department,
APCPL/IGSTPP
Admin. Building
Jharli, Jhajjar-124141

UNDERTAKING

I acknowledge receipt of offer of engagement in APCPL, bearing Ref. No _____ dated _____ from APCPL Ltd. for the post of Executive Trainee 2020.

While accepting the terms and conditions of the proposed offer, I confirm that I would be reporting for medical examination/document verification on _____.

Signed by me on this day _____ of _____, 2021.

Signature : _____

Name : _____

Discipline : _____

GATE Reg. No. : _____

APCPL Reg. No. : _____

Address : _____

Contact No. : _____
(with STD code)