Sea LAB - Division of Seafood Park (India) Limited

[Joint venture of MIDCON (MPEDA & KINFRA) and SEAFOOD EXPORTERS]
XIV / 347, Keltron Road, AROOR 688 534, Kerala, India
Tel: + 91 478 2871375 / 2871376 / 2871377 / 2874483, web : www.sealab.in
Email: sealab@sealab.in, sample.cell@sealab.in, seafoodpark@hotmail.com,

Ref : SPL/SL/016 Dated 05 March, 2021

Ms. Anitt Jose,
d/o Mr.Jose Martin,
Puthenangadi House,
Angamaly.P.O
Pin – 683 572.

Dear Ms.Anitt Jose,

Sub: Offer of Appointment as Trainee-Analyst

With reference to your resume (C.V) and the interview undergone on 03 March, 2021, we are pleased to appoint you as Trainee-Analyst in the Chemistry division of Sea Lab, Seafood Park (India) Limited, Aroor.

The terms and conditions of the appointment are as follows:

01. You shall be appointed As Trainee-Analyst for a period of six months and ~~shall be~~ paid a consolidated salary of Rs. 10,000/- (Rs. Ten thousand only) per month. On successful completion of the Training, you may be appointed on regular basis as Jr.Analyst with pay/remuneration, as applicable.

02. You shall join the post and report for duty at the earliest, but not later than 12th March, 2021 and submit a complete set of copies of all the Certificates pertaining to your qualifications, age, experience and two Passport size photographs at the time of joining.

03. You shall be governed by the rules of the company pertaining to working hours, leave, public holidays, PF, ESI, etc. as announced from time to time.

04. You shall abide by the conduct rules of the Company.

05. You shall discharge all the duties and responsibilities entrusted to you diligently.

06. Either side can terminate this assignment/contract by giving two months notice in writing or paying the salary amount in lieu there of.

Contd.....2

Scanned with CamScanner

07. You shall not, during your association with the company or after its termination, communicate or divulge or disclose to any person, any information detrimental to the interest of the Company.

08. You shall not undertake any other job (part time or full time) either paid or honorary anywhere and shall not engage yourself in any contract during this period without the written consent of the company. If this condition is found as if violated any time, this appointment will automatically stand cancelled.

09. You shall maintain utmost secrecy in respect of the company documents, technology, software, company policies and strategies, packages, human resources etc. You shall not, during your association with the company or afterwards, divulge or disclose any information/matter detrimental to the company.

10. On resigning from the job or on termination, you shall hand over all the company papers/documents. Tools or any other items of the company to the authorized representative of the company. Failure to do so shall result in penal action as per relevant Acts and Rules.

11. Duplicate copy of this offer letter shall be returned duly signed and dated within seven days, as token of your acceptance of the offer and terms and conditions.

For **Sea Lab (division of Seafood Park (India) Ltd),**

V.I.George,
Director (Tech)

I do hereby accept the offer of appointment and that I have read and understood the contents of this offer letter and I undertake to abide by the terms and conditions.

Signature :

Place :

Name : ANITT JOSE

Date :

Scanned with CamScanner