

2nd May, 2019



TRIDENT
Bandra Kurla, Mumbai

Mr. Jijo Thomas
G/502, Suprabhat
Apt, Savarkar Nagar,
Thane [W]-400606

Dear Jijo,

Congratulations! It gives us great pleasure to inform you that you have been selected as Food & Beverage Service Assistant in the **Food & Beverage Service** department at Trident, Bandra Kurla, and Mumbai.

You have successfully completed the selection process. This is a commendable achievement as The Oberoi Group is known for its exacting selection standards

You are requested to report to the General Manager, Trident Bandra Kurla, Mumbai or any other official assigned by the reporting authority at **9.00 a.m. on 15th June 2019 at Trident, Bandra Kurla, Mumbai.**

Please bring attested copy of the following documents with you:

- Class X, XII, Graduation / IHM Diploma / Provisional Certificate.
- Character Certificate from college.
- Six coloured, passport-sized photographs on a red background and two coloured, stamp-sized photographs.
- Aadhar Card copy (Mandatory)
- Proof of identity (Copy of PAN Card / Passport / Voter Identity Card / Driving License).
- Work experience certificate(s), if any.
- PAN card – photocopy (**Please note we will not be able to process your salary, if PAN card photo copy is not submitted.**)
- **We would also be requiring a copy of your valid passport. Please provide us a copy of police verification certificate in the absence of passport.**

Your gross compensation package is enclosed as an annexure to this letter. You will be eligible for other benefits, as applicable. A letter detailing the terms and conditions of your appointment will be given to you when you join us.

This offer is subject to a medical examination and certification by the company doctor and positive reference feedback.

We look forward to welcoming you to our team!

Yours sincerely,

David Mathews
General Manager



The Oberoi, Nariman Point, Mumbai-400 021, India
Telephone: 91 22 6632 5757, 6632 4343 Facsimile: 91 22 6632 4142
Website: www.oberoihotels.com

Date: 3rd March, 2017

Institute: Dr. D.Y. Patil School of Hospitality & Tourism Studies, Nerul

Dear Mr. Mohammad Zaid Tamankar,

This has reference to your bio-data and the subsequent interview you had with us. We are pleased to inform you that you are being offered the position of “Assistant” in Front Office Department at EIH Ltd for Unit – Trident Nariman Point & The Oberoi Mumbai.

You will be governed by the terms and conditions as applicable to employees in your category in our Organisation.

A formal letter of appointment will be issued to you on joining duty.

You will report to **Trident, Nariman Point, Mumbai – Human Resources on July 14th, 2017 at 9.00 a.m.** for medicals and shall join duty on **July 15th, 2017** subject to your medical fitness.

You are also requested to bring along the following documents:

1. Ten passport size and Two Postcard size photographs with Red background.
2. Documentary evidence in proof of your date of birth.
3. Documentary evidence in proof of your education & other technical qualifications.
4. Three reference letters on the letterhead of your faculty.
5. Documentary evidence in proof of your residence. (Permanent & Present).
6. Three reference letters on the letterhead from anyone who has known you for more than 2 years. (Not a relative or a friend)
7. Passport/Police Verification Certificate from your nearest local police station.
8. Copy of Pan Card & AADHAR Card.

Should you need any further assistance, please contact Ms. Aparna Passi, Training- Manager. She can be contacted on 022 – 66326066 or email address –Aparna.passi@oberoihotels.com

We look forward to having you on our team.

Yours faithfully,

EIH LIMITED
Unit – Trident Nariman Point
The Oberoi, Mumbai


KANCHAN CHITNIS
DIRECTOR - HUMAN RESOURCES

A member of  *The Oberoi Group*

Registered Office: EIH LIMITED 4, Mangoe Lane, Kolkata-700 001, India
Website: www.eihltd.com
CIN: L55101WB1949PLC017981



Date: 22nd FEB 2019

Subject: Offer Letter for the post of "GRE"

Dear Mr. Neeraj Jasnayal

This is with reference to your application and interview you had with us. We are pleased to offer you the position of "GRE (GUEST RELATION EXECUTIVE)" with COPPER CABANA on the package and other terms & conditions mutually discussed and agreed during the interview. You are advised to join your duties as per below details:

Formal Appointment letter incorporating your mutually agreed salary structure & company's Service Rules will be issued to you after your joining.

Please ensure to the submission of following documents at the time of joining:

1. Original and self-attested photocopies of Education Certificate and mark sheet (X onwards)
2. Copy of resignation letter submitted to previous organization
3. Relieving letter from the immediate previous employer
4. Proof of birth of self.
5. 3 months 'salary slips
6. Form 16 of current financial year for tax calculations
7. Acceptance of terms & conditions of appointment by returning a copy of appointment letter duly signed by you
- 8.2 Passport size photographs
9. Original and self-attested photocopy of Pan Card

Please note that you have to show the original documents in order to verify their photocopies. Also note that your joining will be subject to the verification of all above documents. Looking forward to your timely joining.

Thanking you,

Sincerely

A handwritten signature in black ink, appearing to be 'Bhaskar' or similar, written in a cursive style.

For Copper caban
Authorized Signature
(Director)




COUNTRY
INN & SUITES
BY CARLSON*

CISNM /HR/LOI/213

April 22, 2017

Mr. Gaurav Kamble
B- 104, Aviras Society, Plot No. 47
Sector 11, Kharghar, Navi Mumbai

Dear Mr. Kamble,

This refers to your application and subsequent discussions you have had with our Human Resources Department; we are pleased to inform that you have been found suitable for the post of "Tr. GSA- Bell Desk" in Front office Department at Country Inn & Suites By Carlson, Navi Mumbai This letter of intent is issued on behalf of M/s. Country Inn & Suites By Carlson the owning company, M/s Lotus Pond Hotels Pvt .Ltd.

You will be required to join on **May 19, 2017** this letter stands withdrawn automatically if you fail to join on the mentioned date. You are requested to bring following documents at the time of joining;

1. Photocopies of educational and professional qualifications.
2. Original and copy of experience certificates.
3. Original and copy of last salary drawn certificate/ pay slip.
4. No dues/clearance certificated from past employer.
5. Latest coloured passport size photograph-10nos.
6. Copies of photo identity, PAN card and permanent address proof.

The management has right to revoke this offer letter without assigning any reason whatsoever, in case of the credentials and/or references provided by you are found to be false and/or a negative reference is received. The offer is also subject to you being declared medically fit by our panel doctor.

You are requested to report to our Human Resources Department for all joining formalities. Dress code till the uniform is issued shall be formal business attire.

The detailed appointment letter with gross salary etc as discussed will be issued to you on joining.

With Regards,

For Country Inn & Suites By Carlson, Navi Mumbai,


Sujith Gopinath
General Manager

I confirm my agreement for the forging conditions and shall submit resignation letter from the current assignment latest by.....