



**Corporate Office:** No.8 ,Gejj Bessety Lane ,Bangalore ,India – 560053  
**Contact:** [info@ifortiscorporate.com](mailto:info@ifortiscorporate.com) | [www.ifortiscorporate.com](http://www.ifortiscorporate.com)

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## **TRAINEESHIP OFFER LETTER**

**Date :** 7th August 2020

Dear Intern ,

We are glad to inform you that you have been selected for the position of **HR-Intern** in our company with the HR Department . During this training probation period you are required to undertake all duties and activities as assigned to you by the Manager-HR to whom you will be reporting.

You can indicate your acceptance of the appointment order by signing and sending us your reply by mailing the same to [info@ifortiscorporate.com](mailto:info@ifortiscorporate.com) .

Congratulations and we are looking forward to you joining the team as you will be a very welcome addition to our growing number of successful and satisfied employees contributing to the further success of the company.

Best Regards,

**Viboosithasri N.S.**

**Senior Manager-HR ,**

**Email:** [info@ifortiscorporate.com](mailto:info@ifortiscorporate.com)

**Conforme:**

**Signature:** .

**Name :**

**Sambhavi vijra**

**Date Signed :** 09/08/2020