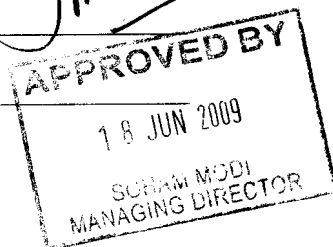


Details of Appointment: (For office use only – Do not write on this page)

Name	M. HARITHA
Salary	Rs 10,000/- PM
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month
Mobile Allowance	<input type="checkbox"/> Nil <input type="checkbox"/> Rs. 250 per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input checked="" type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF
Probation Period	<input checked="" type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input type="checkbox"/> After 3 months <input checked="" type="checkbox"/> Next April
Employee company	ALPINE ESTATES
Designation	SR. ACCOUNTANT
Site	Ho
Date of joining	(19/08/09) (19/08/09)
Report to	MR. RAMANA MURTHY
Documents required	<input type="checkbox"/> 4 photographs <input checked="" type="checkbox"/> Copy of school certificates <input checked="" type="checkbox"/> Copy of degree certificates <input type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Father/Husband's employment details / Copy of ID card. <input checked="" type="checkbox"/> Reference letter from <u>STARTEL</u> <input checked="" type="checkbox"/> Reference letter from <u>DECCAN CHRONICLE</u> <input type="checkbox"/> Reference letter from <u>DMMAA, RAJAM</u> <input type="checkbox"/> Other _____
Remarks	Take 2 Surety from relatives Govt. employer <u>proposed</u> .

Sign: _____

Date: _____



call her tomorrow morning for interview

Bio-Data

Note: Attach copy of Resume / Bio-data

16/6/08. 2
AP → AS + VE

Post of	Accountant		
Location	16-06-09		
Application through	<input checked="" type="checkbox"/> Advertisement	<input type="checkbox"/> Referred by:	

Personal Details

Name	M. Haritha		
Age	29	Date of Birth	10-11-79
Fathers Name	M. Balraj		
Address for Correspondence	# 2-2-647/182/A/3, Central Excise Colony, 1st Lane, Shivam Rd, Mallakunta, Hyd - 35		
Phone no. for correspondence	040 - 64604896		
Permanent Address	Same as above		

Reintended

See us

Remarks: (For office use only - Do not write in this box)

1) Communication skills are good.	Good.
2) Subject knowledge is ok.	
good can consider.	
Salary expectation is high.	
Education	

Degree	② B.Com.		
Name of college	Railway Degree College		
Location	Lallaguda, Tarnaka		
Year	2001	Medium of Instruction	English

→ 647.

Degree	① M.Com.		
Name of college	P.G.R.R.C - CDE		
Location	Osmania University		
Year	2003	Medium of Instruction	English

→ 647.

Name of Inter/ Jr. College	C.E.C., Ply. Jr. College		
Location	Lallaguda, Tarnaka		
Year	1998	Medium of Instruction	English

→ 597.

Name of school	Riding Hood High School		
Location	Sit of Almandi		
Year	1996	Medium of Instruction	English

→ 657.

Other courses or training	Typing - Higher, English Accounting packages / fully paid
---------------------------	--

Remarks: (For office use only - Do not write in this box)

Computer Skills

MS Office:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
MS Word:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
MS Excel:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
Auto CAD:	Excellent / Good / Avg. / Learnt but never worked on it / Nil
Other:	

Two Wheeler

Make		Year	
------	--	------	--

Family Details	Name	Age	Occupation	Company
Father	Balraj	59	Govt. (Ply)	S.C.R. ✓
Mother	Sulochana	55	Home Maker	
Wife / Husband	Dayanand	29	Pvt.	DBR Diagnostics
Brother / Sister	Pallavi	31	Home maker	
Brother / Sister	Prasanna	26	Working	Novetal
Brother / Sister	Santoshni	25	Working	Hyundai Motors
Son / Daughter	Brother Laxmi Karth	21	Govt.	S.C.R.
Son / Daughter				
Son / Daughter				

Salary Details

Last Drawn Salary	Rs. 14,000/-	
Above salary Included	ESI: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Conveyance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Expected Salary	Rs. 14,000/- (Negotiable)	

Remarks: (For office use only - Do not write in this box)

<p>→ Looking good. we can offer about 10-11 thousand.</p> <p>offer 10,000 - salary 1. 10-12% Review in octop 400 124: 10,000 - 12% 7500</p>

Experience & Employment Details

Years of experience in relevant field 18 months 7 years

Name of Company	Star tel → Pm		
Duration of employment	From date: 15/7/17	To date: 31/12/18	✓
Location	Begumpet		
Designation	Sr Accounts Executive		
Last drawn salary	Rs. 14,000/-		
Brief Description of work	Feeding of RT; payments, Sales, Purchases, maintaining petty cash, collection of login amt; bills payments, BRS,		
Reason for leaving	Dealing with cash transactions		

Remarks: (For office use only – Do not write in this box)

2 accountant, Manager then. Used Used
Sharp H/c software.

Name of Company	Deccan Chronicle		
Duration of employment	From date: 15/7/14	To date: 31/7/17	
Location	Secunderabad		
Designation	Jr. Clerk		
Last drawn salary	Rs. 10,000/-		
Brief Description of work	preparing a/s ch; CWIP & Capitalization, scrutiny of party accounts & reconciliation, foreign currency statements.		
Reason for leaving	Salary		

Remarks: (For office use only – Do not write in this box)

Name of Company	Imam-e-Zamana Mission		
Duration of employment	From date:	1/6/2	To date: 14/7/14
Location	Musheraabad		
Designation	Senior Assistant		
Last drawn salary	Rs. 3,500/-		
Brief Description of work	Recovery statements of petty cash & autorickshaw, correspondence		
Reason for leaving	Profession		

Remarks: (For office use only - Do not write in this box)

Name of Company	Mahesh & Co.		
Duration of employment	From date:	1/10/11	To date: 3/1/12
Location	Paradise		
Designation	Data Entry		
Last drawn salary			
Brief Description of work	Data feeding		
Reason for leaving	Worked as a Trainee		

Remarks: (For office use only - Do not write in this box)

*Ask for additional sheets if required.

B I O - D A T A

MANGALPALLY HARITHA
2-2-647/182/A/3
Central Excise Colony
1st Lane, Sarada Nagar,
Shivam Road
Hyderabad - 35

✉: haritha_1011@yahoo.com
Res: 040 - 64604896

OBJECTIVE

Seeking a position to utilise and enhance my skills and abilities in your organization that offers professional growth while being resourceful, innovative and flexible.

ACADEMICS

- M.Com from Centre for Distance Education, Osmania University, Hyderabad in 2003
- B.Com from Railway Degree College, Lallaguda, Secunderabad in 2001
- Intermediate with Civics, Economics and Commerce as optional from Railway Junior College, Lallaguda, Secunderabad in 1998
- S.S.C. from Riding Hood High School, Sitafalmandi, Secunderabad in 1996

TECHNICAL SKILLS

- English typewriting Higher Grade

SOFTWARE SKILLS

- MS – Office
- Accounting Package

WORK EXPERIENCE

- I. Organisation : M/s. Startel (Airtel Franchise)
Designation : Senior Accounts Executive
Reporting Authority : Manager – Accounts
Period of Experience : August 2007 – December 2008

Areas of Exposure

1. Daily feeding of Payments/Receipts/Sales/Purchases
 2. Maintaining of petty cash
 3. Collection of login amounts, bill payments
 4. Bank Reconciliation Statements
 5. Filing of monthly Sales Tax Return
 6. Filing of monthly TDS Return
- II. Organisation : M/s. Deccan Chronicle Holdings Ltd.
Designation : Jr. Clerk (Accounts Dept.)
Reporting Authority : Vice President (Finance & Accounts)
& Sr. Manager (Accounts)
Period of Experience : 3 years

Areas of Exposure

1. Preparing cheques of outstation
2. Preparing CWIP statement & capitalization
3. Scrutiny of party accounts & reconciliation
4. Filing of monthly Sales Tax Return
5. Filing of quarterly TCS Return
6. Preparing C form's & Way Bills
7. Preparing Foreign Currency statement
8. Preparing statement's from the point of view finalisation of accounts.

III Senior Assistant – Imam-e-Zamana Mission, Musheerabad, Hyderabad
for a period of 2 years.

IV Accounts Assistant – M/s. Mahesh & Co., Paradise, Secunderabad
for a period of 8 months. – Data feeding in Tally 4.5 & 5.4

PERSONAL DETAILS

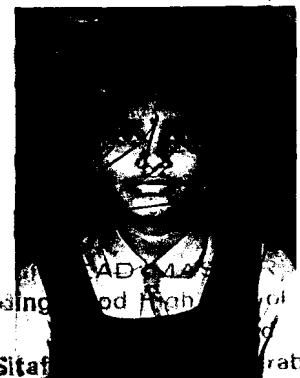
➤	Husband Name	: B. DAYANAND BABU
➤	Date of Birth	: 10-11-1979
➤	Gender	: Female
➤	Marital Status	: Married
➤	Nationality	: Indian
➤	Language Known	: Telugu, English, Hindi

Yours faithfully



(**HARITHA**)

BOARD OF SECONDARY EDUCATION
ANDHRA PRADESH



M 013881

SECONDARY SCHOOL CERTIFICATE

PC/03/001366773

CERTIFIED THAT		HARITHA M					
D/O		BALRAJ M				Bearing	
Roll No	0040082	belongs to RAIDING HOOD HS, SEETHAPHALMANDI SEC ^{BAD}					
has appeared and PASSED at the SSC EXAMINATION held in							with
FIRST		division and		ENGLISH		as the medium of instruction	
DATE OF BIRTH OF THE CANDIDATE	DAY	MONTH	YEAR				
10/11/1979	ONE	ZERO	NOV	ONE	NINE	SEVEN	NINE
THE CANDIDATE SECURED THE FOLLOWING PERCENTAGE OF MARKS							
SUBJECT		Marks secured (in Figures)		Marks secured (in Words)			
FIRST LANGUAGE (TELUGU)		70		SEVEN ZERO			
THIRD LANGUAGE - ENGLISH		62		SIX TWO			
MATHEMATICS		55		FIVE FIVE			
GENERAL SCIENCE		75		SEVEN FIVE			
SOCIAL STUDIES		65		SIX FIVE			
TOTAL		327		(THREE TWO SEVEN)			
SECOND LANGUAGE (HINDI)		60		SIX ZERO			
GRAND TOTAL		387		(THREE EIGHT SEVEN)			

Marks of Identification

1. A mole near the lip
2. A mole on the left hand

Head of Institution with School Stamp

[Signature]

HEAD MASTER
Riding Hood High School (EM)
Govt. Recognised
Sitafalmandi, Secunderabad
23/05/1996.

[Signature]
SECRETARY
BOARD OF SECONDARY EDUCATION

Date of Issue by the Board

HYDERABAD

Any corrections in the certificate will not be entertained after 3 years from the date of issue.
Any unauthorised correction in the certificate will result in cancellation of certificate.
The marks with the asterisk indicates the marks (old marks) secured in previous Examinations.

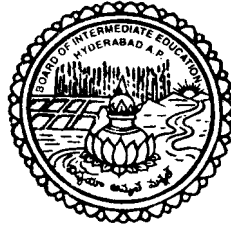
AL HITECH SECURE PRINT LTD. HYDERABAD. PH. 248948

Technical Hyderabad
11/20/98

U112030

Board of Intermediate Education

ANDHRA PRADESH, HYDERABAD



[Signature]
PRINCIPAL
RAILWAY JUNIOR COLLEGE
LALLAGUDA, SECUNDERABAD-47
PASSED THE

PASS CERTIFICATE - CUM - MEMORANDUM OF MARKS

THIS IS TO CERTIFY THAT **HARITHA M**

~~SON~~/DAUGHTER OF **BALRAJ M**

WITH REGISTRATION NUMBER **2883840**

INTERMEDIATE PUBLIC EXAMINATION HELD IN **APRIL 1998**

AND WAS PLACED IN **SECOND** DIVISION

THE SUBJECTS IN WHICH THE CANDIDATE WAS EXAMINED AND THE MARKS SECURED WERE AS FOLLOWS.

MEDIUM : ENGLISH 110768

SUBJECTS	PAPER - I		PAPER - II	
	MAXIMUM MARKS	MARKS OBTAINED	MAXIMUM MARKS	MARKS OBTAINED
PART - 1 : ENGLISH	100	064	100	062
PART - 2 TELUGU	100	056	100	070
PART - 3 : OPTIONAL SUBJECTS				
ECONOMICS	100	058	100	046
COMMERCE	100	055	100	062
CIVICS	100	063	100	061
GRAND TOTAL				
IN FIGURES	IN WORDS			DATE :
597	*FIVE**NINE**SEVEN*			30-05-98

[Signature]
PRINCIPAL

SIGNATURE OF THE PRINCIPAL
AND COLLEGE SEAL
RAILWAY JUNIOR COLLEGE
LALLAGUDA, SECUNDERABAD-47

[Signature]
JOINT/DEPUTY SECRETARY
(EXAMINATIONS)

NOTE : ELIGIBILITY RULES ARE PRINTED OVERLEAF

P.T.O.

TRIVIAL BUSINESS FORMS (P) LTD. Ph: 3095317, 3097084



OSMANIA UNIVERSITY 9913235

CONSOLIDATED MARKS MEMORANDUM

EXAMINATION: B. Com (YWS) MAR/APR 2001

REF. NO.: 14041

DATE: 21/06/2001

NAME: HARITHA M

ROLL NO.: 092-99-00352

FATHER'S NAME: BALRAJ M

PART I SUBJECTS	MAX. MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING
FIRST YEAR: ENGLISH 1	100	36	69	A99
TELUGU I (SEC. LANG)	100	36	81	A99
SECOND YEAR: ENGLISH 2	100	36	65	A00
TELUGU II (SEC. LANG)	100	36	75	A00

TOTAL MARKS SECURED IN PART I
IN FIGURES: 290

IN WORDS:

** TWO NINE ZERO **

PART I DIV FIRST DIVISION

PART II SUBJECTS	THEORY MARKS				PRACTICAL MARKS			
	MAX. MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING	MAX. MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING
FIRST YEAR:								
BUSINESS ECONOMICS	100	36	59	A99	==	==	==	==
ACCOUNTANCY I	100	36	61	S99	==	==	==	==
INDUSTRIAL ORG. MGMT.	100	36	77	A99	==	==	==	==
*IND. H. CULTURE	50	18	37	A99	==	==	==	==
==	==	==	==	==	==	==	==	==
SECOND YEAR:								
ACCOUNTANCY II	100	36	48	S00	==	==	==	==
BUSINESS STATISTICS	100	36	80	A00	==	==	==	==
BANKING THEORY & PR.	100	36	69	A00	==	==	==	==
*SCIENCE & CIVILIZA.	050	18	40	A00	==	==	==	==
==	==	==	==	==	==	==	==	==
THIRD YEAR:								
COST ACCOUNTANCY	100	36	61	A01	==	==	==	==
ACCOUNTANCY III	100	36	55	A01	==	==	==	==
MERCANTILE & IND. LAW	100	36	65	A01	==	==	==	==
AUDITING	100	36	63	A01	==	==	==	==
MANAGEMENT ACCT.	100	36	92	A01	==	==	==	==
INCOME TAX	100	36	49	A01	==	==	==	==
==	==	==	==	==	==	==	==	==

TOTAL MARKS SECURED IN PART II } IN FIGURES: 779

IN WORDS: ** SEVEN SEVEN NINE **

PART II DIV FIRST DIVISION

* INDIAN HERITAGE & CULTURE AND SCIENCE AND CIVILISATION MARKS ARE NOT INCLUDED IN THE PART II AGGREGATE AND DIVISION.

HYDERABAD, A.P.

REGISTRAR



OSMANIA UNIVERSITY

CONSOLIDATED MEMORANDUM OF MARKS

20224522

EXAMINATION: M.COM. JULY 2003

REF NO. 57025
 NAME: HARITHA M
 FATHER'S NAME: BALRAJ M

DATE: 03/03/2004
 ROLL NO.: 0940201238

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM PASS MARKS	MARKS SECURED	YEAR OF PASSING
	PREVIOUS -----				
1	PAPER - I ACCOUNTING FOR MANAGEMENT	100	36	72	A02
2	PAPER - II MANAGERIAL ECONOMICS	100	36	62	A02
3	PAPER - III MARKETING MANAGEMENT	100	36	63	A02
4	PAPER - IV FINANCIAL MANAGEMENT	100	36	52	A02
5	PAPER - V HUMAN RESOURCES MANAGEMENT	100	36	53	A02
	FINAL -----				
1	PAPER - I INDUSTRIAL ECONOMICS	100	36	63	J03
2	PAPER - II LABOUR ECO. & IND. RELATIONS	100	36	51	J03
3	PAPER - III QUAN. TECHS. & BUS. DECISIONS	100	36	81	J03
4	PAPER - IV COST ACCOUNTANCY	100	36	53	J03
5	PAPER - V TAXATION	100	36	56	J03

TOTAL MARKS
 Secured in words **SIX ZERO SIX**

TOTAL MARKS
 IN FIGURES

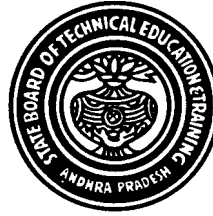
1000 606

RESULT: **FIRST DIVISION**

SECTION - INCHARGE

Superintendent

CONTROLLER OF EXAMINATIONS



TECHNICAL EXAMINATION
LOWER GRADE

This is to certify that **M HARITHA**
~~XXX~~ / Daughter of Shri. 'M. BALRAJ'
 With Reg. No. **172950**
 has passed the **TYPEWRITING ENGLISH LOWER (30 W.P.M.)**
EXAMINATION held in JULY, 1997 AT CIC, TARNAKA (SECUNDERABAD)
 and has been placed in **SECOND CLASS**

J. S. Reddy
 1/4/87
 Asst. Secretary
 SBTET, A.P. Hyd.

The candidate has secured the following percentage of marks:

PAPER I	PAPER II
72	74

FIRST CLASS : 75% and above in each paper

SECOND CLASS : 45% and above in each paper

Triveni Commercial Institute
 SPONSORED BY P. No. 15, Keshavnagar, New Mettuguda
 SECUNDERABAD - 500 017
 LAST DATE OF EXAMINATION: 29-07-1997

Given under the seal of the Board

Dated: 26-09-1997
 Hyderabad A.P.

J. S. Reddy
 ASSISTANT SECRETARY
 EXAMINATIONS

J. S. Reddy
 SECRETARY
 STATE BOARD OF TECHNICAL EDUCATION
 AND TRAINING, ANDHRA PRADESH

C
26/08/1999
1-025

State Board Of Technical Education And Training

ANDHRA PRADESH, HYDERABAD



073312

TECHNICAL EXAMINATION CERTIFICATE

This is to Certify that **M. HARITHA**
~~XXX~~/Daughter of Shri. **M. BALRAJ**
 With Reg. No. **365920** has passed the
TYPEWRITING ENGLISH HIGHER (45 W.P.M.)
 EXAMINATION held in **JULY 1999** AT **I.O.E. SECUNDERABAD**
 and has been placed in **SECOND CLASS**

The candidate has secured the following percentage of marks :

PAPER I	PAPER II
63	68

FIRST CLASS : 75% and above in each paper
 SECOND CLASS : 45% and above in each paper

Given under the Seal of the Board.

[Signature]
 DEPUTY SECRETARY
 EXAMINATIONS
[Initials]

[Signature]
 SECRETARY
 STATE BOARD OF TECHNICAL EDUCATION
 AND TRAINING, ANDHRA PRADESH

Date : **14-09-1999**
 Hyderabad A.P.

Note : Request for any corrections have to be made within one year from the date of Issue

President :
Salim Peerbhoy
Res. : 23328224
23328225

Vice President :
Capt. Hadi Sadiq S.A.
Res. : 23308142
23397201

Treasurer :
Mohd. Raza Kamdar
Res. : 27508075
27535070

Joint Treasurer :
Mir Mazhar Ali Khan
Res. : 27665631



Imam-e-Zamana Mission

IZM House, 1-5-23, Mi sheerabad
Hyderabad - 500 020, INDIA
Phone : 091-40, 27635285, 27634832, 27670162, 27654997
Fax : 091-40-27635802
E-mail : izm786@satyam.net.in
izm110@satyam.net.in
website:www.imamezamanamission.org

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss M Haritha was employed with us from 12.7.2002 to 14.7.2004. She was designated as "**Sr.Assistant**".

During her tenure with us we found her dedicated and hardworking.

We wish her success in all her future endeavors.

SALIM PEERBHOY
PRESIDENT

Dated: July 14, 2004

Service Certificate

This is to certify that Ms.M.Haritha has been an employee of our organization working as **Senior Executive Accounts** from 01.08.2007 to 31.12.2008.

She has been relieved from the services of Bay Datacom Solutions Pvt.,Ltd. W.e.f 31.12.2008 consequent to the resignation submitted by her on his own accord.

She is found to be sincere and hard working and deserves all encouragement.

We wish her all success.

For Bay Datacom Solutions Pvt., Ltd



Srinivas Rupakula
Executive Director.

Deccan Chronicle Holdings Limited

36, Sarojini Devi Road, Secunderabad - 500 003.
Phone : 2780 3930 - 6 Lines, Telefax : 27803870, 27801716

July 16, 2007

Ms. M Haritha
Jr. Clerk
Deccan Chronicle Holdings Limited.

Order

Ref:- Your resignation letter dated 30-6-2007.

* * *

The management is in receipt of your resignation letter dated 30-6-2007.

You are informed that your resignation is accepted and you will be relieved with effect from 31st July 2007 from the post of Jr. Clerk.


Vice Chairman



MODI

PROPERTIES &
INVESTMENTS PVT. LTD.

Off : 5-4-187/3&4, IInd Floor,
M.G. Road, Secunderabad - 500 003.
Phone : 040-66335551
Fax : 040-27544058
email : info@modiproperties.com
Visit us at : www.modiproperties.com

LETTER OF APPOINTMENT

To,

M. Haritha
2-2-647/182/A3 Central Ex Colony
Shivam Road , Hyderabad

Dear Madam

Ref.: Your interview with M.D held on 17.06.09.

We are glad to inform you that you have been selected for employment with our Company/ firm and your terms of employment shall be as follows:

1. Remuneration : You shall be paid a consolidated monthly salary of Rs. 10,000/- including Basic, DA, HRA, TA, CCA & EA.
2. Yearly increase in remuneration: As a company policy salaries of all employees are reviewed once a year i.e., in April. No interim or intermediate request for revision of salary shall be entertained.
3. Allowances: You shall be paid allowances for mobile phone, vehicle maintenance, etc., as per company policy. You shall be required to answer all calls on your mobile phone during or after office hours.
4. Date of joining : 19.06.09 In case you failed to report on the date mentioned herein, for whatsoever reason, this letter of appointment shall stand cancelled and your services shall be deemed to have been terminated.
5. Conveyance : You shall not be paid any conveyance charges for commute to your place of work. However, conveyance shall be paid as per company policy for commute during office hours for office work.
6. Probation period: You shall be on probation for a period of 3 months from the date of joining. After completing the probation period satisfactorily your services shall be confirmed. However, during the probation period we reserve the right to terminate your services without assigning any reasons.
7. Work place: You shall report daily from 10 am to 6 pm at HO.
8. Designation: You designation shall be Sr Accountant In Accounts Division of the company.
9. Report to : You shall on a daily basis report to Mr. MV Ramana Murthy, Asst General Manager Accounts Division who shall be authorized to assign and monitor your work.
10. Other terms: a. Only after completion of probation period, you will be entitled to all benefits



MODI
PROPERTIES &
INVESTMENTS PVT. LTD.

Off : 5-4-187/3&4, IInd Floor,
M.G. Road, Secunderabad - 500 003.
Phone : 040-66335551
Fax : 040-27544058
email : info@modiproperties.com
Visit us at : www.modiproperties.com

as per company rules and norms as applicable.

- b. You are expected to carry out your responsibilities to the best of your abilities and always try to improve your performance.
- c. During the course of employment, you shall not engage in any business or employment outside our organization and you shall devote whole time to the company to faithfully and diligently perform your duties.
- d. You shall not divulge any confidential information or documents to person while in service or thereafter. You shall also will be required to work in any location that the company undertakes its activities.
- e. You shall undertake any type of work entrusted to you by the company from time to time depending upon the exigencies of work.

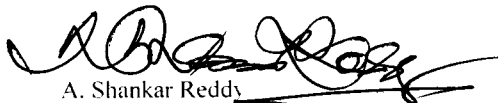
11. Termination :

This appointment is terminable by one month's prior notice or equivalent salary in lieu of notice from either side. During the period of your employment you shall give atleast one months prior notice in case you wish to resign from your services. In case this condition is not fulfilled the company reserves the right to withhold any incentives, bonus or other benefits which have been promised/accrued to you.


Please confirm your acceptance of the above terms and conditions of employed by signing a copy of this letter.

Thank You.

Yours sincerely,


A. Shankar Reddy
DGM-Admin

Confirmed and accepted:

Signature: 
Name: B. HARITHA