Northwind Solutions Pvt. Ltd.

4th Floor, Prestige Tower, MG Road, Bengaluru 560001
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Ref: NWS/HR/2026/118 Date: 1 June 2026

Kiran Reddy
Plot 22, Madhapur, Hyderabad 500081

Subject: Offer of employment for the position of Accounts Executive

Dear Kiran Reddy,

We are pleased to offer you the position of Accounts Executive in the Finance department at Northwind Solutions Pvt. Ltd., based at our Bengaluru office. You will report to the Finance Manager.

Your annual cost to company (CTC) will be Rs. 6,00,000 (Rupees Six Lakh only). A detailed salary breakup is attached as Annexure A. Your expected date of joining is 1 July 2026.

You will be on probation for six months from your date of joining. A detailed appointment letter with your terms and conditions of employment will be issued when you join.

This offer is subject to satisfactory verification of your educational qualifications, previous employment and references, and to your submitting the documents listed in Annexure B on your joining date.

Please confirm your acceptance by signing and returning a copy of this letter by 8 June 2026. If we do not hear from you by then, this offer will lapse.

We look forward to welcoming you to Northwind Solutions Pvt. Ltd.

Yours sincerely,
For Northwind Solutions Pvt. Ltd.

Anita Desai
HR Manager

Accepted by: _____ Date: _____