

[Letterhead of the Company]

[Date]

[Name of the Trainee Engineer]  
[Address]  
[Postal Code]

Dear [Name of the Trainee Engineer],

I am pleased to offer you an appointment to the position of Trainee Engineer with the [Name of the Department] in [Name of the Company]. This training position is for a \_\_\_-year term beginning on [Date] and ending on [Date]. You will be on probation for \_\_\_ months. If you successfully complete the training program, you will be offered a permanent position as [Position or Job Title].

Your starting salary will be [Amount] (\$00.00) per month. In addition, you will receive an annual allowance of [Amount] (\$00.00).

The Training Contract is attached to this letter. Congratulations on your appointment. Should you have any questions concerning the contract, please contact me at [Contact Details].

Sincerely,

[Name and Signature]  
[Position]  
[Company Name]  
[Official Seal of the Company]



# Appointment Letter For Software Engineer

**Yijin Wang**



## **Appointment Letter For Software Engineer:**

**RECRUITMENT AND SELECTION PRACTICES OF IT COMPANIES IN ANDHRA PRADESH - A STUDY OF SELECT UNITS** Dr. Ravi Kumar Gummadi, 2015-09-01 A highly successful organisation is built on the strengths of exceptional people No matter how much technology and mechanisation is developed no organisation could survive and prosper without them Luszez and Kleiner 2001 The most important corporate resource over the next few years will be talent smart sophisticated business people who are technologically literate globally astute and operationally agile And even as the demand for talent goes up the supply of it will be going down This seems to particularly hold true in case of the IT ITES Information Technology and Information Technology Enabled Services industry in India which requires high quality and highly skilled labour force to cater to the rapidly increasing global demand for software services but is currently facing an increasing shortage of skills supply Moreover due to shortages of skilled workers high turnover rates and rapid business growth in the service sectors it has been noted that recruiting selecting and placing applicants are among the top three priorities of human resource professionals Since the IT industry in India is faced with these three challenges recruitment and selection comprises an important human resource practice in this industry Further in this industry human resources comprise both the raw material and the technology and are therefore of prime importance As India completes the transition from being an agrarian economy to being a full fledged first world economy operating at the leading edge of contemporary technology the IT sector is emerging as major driver of the economy The Indian IT industry comprises of domestic software and services firms as well as foreign firms looking to consolidate their presence in India owing to the increasing cost pressures in US and Europe This has increased the need to setup in house development centers or outsource to third party service providers in low cost countries such as India IT and IT enabled services include a wide range of services from back office data entry and processing to customer contact services corporate support functions knowledge support functions and research and design activities As per the latest Forbes Research India now controls 44 per cent of the global offshore outsourcing market for software and back office services As per Nasscom estimates it is projected to grow to 51 per cent If this growth is sustained Nasscom has estimated that there will be a potential shortfall of above 2 10 000 IT and ITES professionals in India by the year 2012 and demand will out pace the supply Though the Indian IT industry is in a strong position to leverage this global software opportunity as India currently has one of the world s largest most qualified pools of scientific and engineering manpower this growing global demand is not only for numbers but also for appropriately skilled industry oriented professionals as companies are further scaling their operations and offering high value added services which involve higher levels of technology and more specialized higher end services Hence firms which want to maintain their competitive advantage have to carefully recruit and select the most suitable out of the large pool of available manpower Moreover according to a recent study by McKinsey Co although the potential supply of talent in low wage countries such as

India is large and growing rapidly only a fraction of the job candidates could successfully work at a foreign company on account of their limited suitability i.e though there are many candidates with the technical skills to fill a position they may not have the cultural skills to fit in with the organisation The same issue is also faced by large globally competitive domestic Indian firms who are competing for the same pool of talent and skills as their foreign counterparts to remain competitive and survive in global and domestic markets

**Spices in Life** Roshan Kothari,2018-09-05 In the heart of the garden city lives Aarush Mehra a charismatic martial artist whose supremacy would never be challenged The courtship with Anamika adds special flavours to his perfect life Just when Aarush s fits beautifully in this coat of success an ally strikes by stabbing him without a warning Amidst all these struggles will Aarush s good heartedness thrive Will this young man who has taken several beatings while training can take the cruel beating that life gives him Spices in Life narrates the spiciest moments of Aarush s life and how he makes the best taste of it

**EXECUTIVE BUSINESS COMMUNICATION** Mrs. Tresa Varghese,Mrs. S. Divya, In today s rapidly evolving corporate world communication is more than a skill it s a strategic asset Whether influencing boardroom decisions leading cross functional teams or representing organizations on global platforms executives must master the art of effective business communication This book Executive Business Communication is designed to bridge the gap between theory and practice by providing practical tools real world examples and actionable insights to help professionals communicate with clarity confidence and impact The motivation for this book stemmed from years of teaching consulting and engaging with business leaders across industries Time and again I witnessed how even the most technically sound strategies could falter due to ineffective communication This book is my attempt to synthesize what I ve learned and offer a comprehensive guide tailored specifically for executives and aspiring leaders Each chapter is structured to address key communication challenges from crafting persuasive presentations to mastering intercultural dialogue and managing crises My goal is not only to inform but also to inspire a deeper understanding of communication as a tool for leadership and transformation

**On My Way** RENUKA LAUNGANI BHARTI,2021-04-14 An illustrated novella with nine stories both humorous and sad based on true life experiences Never to be forgotten with characters from middle and lower middle class society stirring the hearts as they move along in life with their daily life **Dataquest** ,2007

**Judgments of the Administrative Tribunal of the International Labour Organisation** International Labour Organisation. Administrative Tribunal,2008 **Black Issues in Higher Education** ,2004-09 **USBE/HE Professional** ,1989 USBE HE Professional Edition is a bi annual publication devoted to engineering science and technology and to promoting opportunities in those fields for Black and Hispanic Americans **Resumés for Computer Professionals** Arthur R. Pell,George Sadek,1984 **Chemical Engineering Progress** ,2005 **Network World** ,1998-01-26 For more than 20 years Network World has been the premier provider of information intelligence and insight for network and IT executives responsible for the digital nervous systems of large organizations Readers are responsible for designing implementing and

managing the voice data and video systems their companies use to support everything from business critical applications to employee collaboration and electronic commerce     *The Aslib Directory of Information Sources in the United Kingdom*  
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