

OFFER LETTER

26th May 2025

Dear **Mr. Sachin Gupta**,

Congratulation!!

Subject: Offer to the Post of **Chief Operating Officer**,

We are pleased to offer you the position of **Chief Operating Officer** at **MaxVolt Energy Industries Limited** **Ghaziabad, UP** location.

We trust that your knowledge, skills and experience will be among our most valuable assets. As discussed, and agreed with you, you will be eligible to receive the following beginning on your joining date:

- **Salary: Annual CTC- INR 48,00,000/-**
- **Date of Joining: 26th May 2025**

This offer letter is valid until **26th May 2025**. Please send a signed copy of this letter indicating your acceptance to join and a resignation acceptance letter from your current employer.

The joining formalities and induction will be carried out in our Ghaziabad office. Please submit the following documents to HR at the time of your joining:

- Proof of address & ID (Local & Permanent).
- Five color recent passport-size photos (Not older than three months)
- Photocopies of your 10th, 12th certificate & highest degree certificates,
- Proof of work experience – Experience / relieving letter (Past3)

We look forward to welcome you aboard. Sincerely,

For Maxvolt Energy Industries Limited

Managing Director



BHUVNESHWAR PAL SINGH

I accept the offer on the terms and conditions as described in this letter

Employee Name: Sachin Gupta

Date: 26th May 2025

Signature:



(Confidential)

Maxvolt Energy Industries Limited

Head Office

E-82 Bulandshahr Road Industrial Area,
Ghaziabad, Uttar Pradesh – 201009
CIN No. U40106DL2019PLC349854

Registered Office

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