

Dear Swarnima Dhakar,

Welcome to ThoughtFocus and congratulations on your new position as a Trainee. We are delighted to have you as a member of our team and look forward to working with you. On Tuesday 5th July 2016, you are scheduled to meet the HR team at 10:30 AM.

1. Credentials (10th, Pre-University or 12th Grade marks card, 7 semester degree marks card - Originals)
2. Recent passport sized photographs - 1 copies (on white background)
3. Passport Copy & PAN card Copy
4. Any Address proof

Our office address:

Thoughtfocus Information Technologies Pvt. Ltd.
#12, Subramanya Arcade, Tower D,
4th Floor, Bannerghatta Road,
Bangalore-560029.
Karnataka.
Tel: 91-80-67203000

Landmark: IBM Office.

Please feel free to call us if you have any questions prior to your first day. Again, Swarnima welcome to ThoughtFocus Information Technologies.

In case of any queries please free to reach out to me on: 9900035702

Warm Regards,

Kiran Chandrashekar | Senior Associate

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