

October 13, 2017

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Dear Sirs,

I am pleased to inform you that your application for the position of

Assistant Manager (Marketing) has been shortlisted for the interview.

The interview will be held on 15th October 2017 at 10:00 AM at the office of the

Company, 100, Main Road, Bangalore. You are requested to bring your original

documents and a recent photograph.

Yours faithfully,

Mr. Ramesh Kumar

Assistant Manager (Marketing)

100, Main Road,  
Bangalore

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