

April 22, 2021

From: The PJSC Lukoil Oil Company
Human Resources Office , Moscow, Russia

To: Naresh Uggera
Passport Number - M1867935
Country of Issue - India
Date of Birth - July 31, 1993

Subject: Letter of Appointment

Further to your recent application, we have the pleasure to offer you a position with **Lukoil Oil Company** as per the following terms & Conditions:

Job Title:	Senior Computer Operator
Location:	Moscow, Russia
Working Days/Hours:	6 Days per week / 8 hrs per day
Airplane Ticket:	Provided by Company
Food:	Provided by Company
Accommodation:	Provided by Company
Salary:	USD 1400 per month
Start Date:	Upon Arrival in Russia
Vacation:	30 Days in a year

You will need to submit the following documents for visa process:

1. Passport Copy
2. Medical checkup report
3. International Travel Insurance
4. Certificates / Diplomas for completed vocation / education
5. Bank account details
6. Background Check

The PJSC Lukoil Oil Company, Koroviy Val Ulitsa, 9Б строение 1, Moscow, Russia, 119049.

Tel.: +74956276666 Email: officialhr@lukoilglobal.com

Kindly submit the required documents on or before April 29, 2021, Upon Completion of all requirements of employment; you will be given 2 year work contract. In case any of requirements is not met the employment process will be cancelled. Your employment contract will contain all the terms and conditions of the employment.

Lukoil Oil Company follows a strict policy on combating the trafficking in humans, including the prohibition on charging a prospective employee any recruiting fee in exchange for or as part of an offer of or continued employment. Violations of this policy shall be reported immediately to our hotline numbers and web portal.

I look forward to your success within **The PJSC Lukoil Oil Company** and welcome you to the Lukoil family.



Sincerely



William R Braston
Sr. HR Generalist
The PJSC Lukoil Oil Company
LUK – RU/04729

Accepted by & Date

The PJSC Lukoil Oil Company, Koroviy Val Ulitsa, 9Б строение 1, Moscow, Russia, 119049.

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