

To,

Sr.Xen/ODMD,
TTI Complex, Shakti Vihar,
PSPCL, Patiala

Subject: To develop able and motivated faculty for developing PSPCL's human resources and properly implementing the training policy.

Reference: Chief Engineer HRD's Memo no. 476/2975/DDH-41 dated 13-12-11

With respect to subject cited matter, it is requested that undersigned is interested in getting empanelled as inhouse/visiting faculty. Details of the undersigned (as asked for in the reference) are as under:-

1. Name
2. Designation
3. Contact Details/Phone number
4. Date of Birth
5. Technical/Academic Qualification
6. Experience
7. Areas of Interest.

While sending this request letter I hope that I would be given the chance to make my contribution to develop PSPCL's Human Resources.

Thanking You,

Yours Sincerely,