

Date: 11th Sep 2024

Letter of Appointment

Dear Patel Mohit Nareshkumar,

Thank you for participating in our selection process. We are pleased to offer you the position of '**Client Acquisition Manager**' on the following terms and conditions:

1. Your Posting will be at **CAPITALVIA GLOBAL RESEARCH LIMITED**, Indore **post your final semester exam which will be communicated to you by the Company.**
2. Your compensation on a cost to company basis will be **Rs.303,160** (Details of which you can find below).

Client Acquisition Manger		
Grade: O-3	Level: Senior Officer	Band: B-1
Details Of Remuneration		Annual G Amount (INR)
Basic (Includes Employee's PF Contribution)		120,000
HRA		48,000
Performance Allowance		28,200
Other Allowance		85,800
Gross Salary		282,000
Employer's Contribution for PF		14,400
Employer's Contribution for Health Insurance		1,000
Gratuity (As per Act)		5,760
CTC		303,160

- **CTC of Rs.1,54,402/- during initial period of 3 months from Date of Joining and thereafter the above-mentioned CTC will be applicable.**
- Performance Allowance is based on the achievement of your respective Goals will be paid on monthly basis.
- sThe service agreement will be of 1 Year with training cost of Rs. 75,000; duly recoverable in case of not completing the set tenure.

- The notice period applicable to you would be **1 Month**.

3. This appointment will be subject to you being found medically fit.

4. This appointment stands valid subject to your provided information about yourself, work-ex, Marks & qualifications.

5. This Company shall have the rights to terminate your service without notice and without assigning any reason thereof, if the information given by you at the time of interview or in the application form is found to be incorrect, or in case of any serious misconduct.

6. You will be required to produce your original certificates/ documents and submit photocopies of your Pan Card, Driving License, Medical Clearance Certificate, Mark sheets, Permanent Address Proof, Local Address Proof, work-ex certificate, last 3 months Salary Slip while collecting your appointment Letter.

7. Kindly confirm your acceptance of this offer by signing and returning a copy of this letter by **13th Sep 2024**, henceforth, the offer will be forfeited.

We look forward to your joining our team for a long, successful and pleasant association.

Regards,

A handwritten signature in green ink, appearing to read "Gaurav Garg".

Gaurav Garg

Head - HR

CapitalVia Global Research Limited

Strictly Personal & Confidential

Name: Ritu Homesh Khatri

Date: 20th May 2024

Location: Swarnim Startup & Innovation University

Subject: Appointment Letter

Dear Ritu, with reference to our recent discussion and meeting, we are pleased to appoint you the position of Senior Relationship Manager in Grade L1B at Bajaj Allianz Life Insurance Co. Ltd. ("BALIC").

Please note that the location will be mentioned at the time of actual appointment/joining. Your CTC will be Rs. 3,50,000/- (Rupees Three Lakh fifty thousand Only) which also includes the company's contributions towards Provident Fund and Gratuity. **Also enclosed with the offer letter is the annexure conveying the other benefits and terms that are normally made available to the employee.**

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately.

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BAJAJ Allianz Life as being suppressed by you.

Please keep the below documents ready before your Date of Joining. These documents need to be submitted to Bajaj Allianz Life Insurance Company on/before the date communicated to you.

- Copy of certificate & Mark sheets – Highest Qualification.
- Copy of relieving letters of last to last company (if applicable).
- Copy of resignation acceptance / relieving letter of current company.
- Copy of Aadhaar Card.
- Copy of PAN Card.
- Softcopy of a passport size photograph.

Thanks again for your interest in being employed with BAJAJ Allianz Life Insurance and we look forward to you joining our organization at the earliest.

Thanking you,

For Bajaj Allianz Life Insurance Company Limited



Authorized Signatory

Bajaj Allianz Life Insurance Company Limited



Training and Placement Cell

Other Benefits:

1. **Group Term Life Insurance:** You will be covered by a life insurance cover, for a sum assured equivalent to 60 of your monthly fixed basic salary. This cover remains only as long as you remain in the service of the Company, subject to the minimum limit of INR 10 lakhs. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. **Group Personal Accident:** Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The Capital Sum Insured (CSI) is INR 5 lakhs. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group med claim policy. The company shall subsidize the annual premium to a limit of INR. 5,000 per annum. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.
7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company
8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company.

OL No: TN432**18 July 2024**Dear **Digant**

We are pleased to offer you a position with **TEACHNOOK** as a **Business Development Trainee**. We believe you will find this position to be challenging and rewarding.

On the day that you begin your employment with TEACHNOOK you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information and our client's business information confidential

The following confirms our arrangements regarding your employment with TEACHNOOK:

Training Date: 01 August 2024 to 20 August 2024**OJT Start Date: 21 August 2024****OJT End Date: 31 December 2024**

Location of Training: Bangalore

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **220000** INR per month.Pre Placement Offer : **6 + 3 LPA (Based on the performance)**

I have read and understood the terms and conditions and I accept this offer as set forth above with Teachnook and will report on or before **01 August 2024**

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You will be required to work on 9 hours shift and will be entitled to one day weekly off, which might change from time to time and shall be intimated to you in advance.
- During the training period you will not receive any of the employee benefits that regular employees receive & the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to pay a compensation equal to 1 month stipend or 1 month notice period.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will follow all policies and practices of our business.
- The Stipend you will receive will completely depend on your performance and your contribution to the company for the particular month.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

ANNEXURE

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopies of

- SSLC (X Std) Marks Card / 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID or Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

Please bring the original education certificates / mark sheets (10th or 12th).

NOTE:

{The document will remain with us for your entire training/employment period. Anytime you would wish to collect the submitted document back for any reason, you must replace it with another specified document (10th/12th/degree consolidated). }

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

Date: 18th September 2024

FORM 'A'

To,
Mr. Prince
Gandhi Nagar, Gujarat

Dear Prince,

We are pleased to forward you the Offer Letter attached herein and would like to formally welcome you to the growing Intellipaate family.

We are sure that you have had sufficient opportunity to understand in detail about your job role and about the organization. We would be glad to provide you with further clarification if you need it.

You are required to report for duty at our Bangalore office. The address of our office is as follows:

Address: Intellipaate Software Solutions Private Limited

1st Floor, Khykha Court-I, No.5, 1st Cross, Madiwala, Hosur Road, 1st Cross Rd, Bengaluru, Karnataka - 560068

We are in the process of building a robust organization, wherein professionals would find full satisfaction of working in an interesting, challenging and fruitful job environment. In this connection, we are eagerly looking forward to your contributions to the Intellipaate family as a valued employee soon.

Kindly return the duplicate copy of the appointment letter, duly signed, as a token of your acceptance of the same.

We look forward to a mutually beneficial and long lasting relationship with you.

Yours Truly,
For Intellipaate Software Solutions Private Limited



Bala Krishna Murthy
Human Resource Manager

Date: 18th September 2024

To,
Mr. Prince
Gandhi Nagar, Gujarat

Dear Prince,

Sub: Offer Letter

Pursuant to the interview you had with us and based on the representations made by you, you have been shortlisted and we have the pleasure in appointing you on the rolls of **Intellipaate Software Solutions Pvt. Ltd.**, on the following terms and conditions:

1) Designation:

Your designation will be '**Inside Sales Manager**'.

2) Compensation & Benefits:

- a. The Compensation & Benefits applicable to you is personal and should be treated with utmost confidence. This is not to be discussed or divulged to anybody else other than for statutory purposes.
- b. Your Annual Compensation will be Rs. 5,54,000/- (Rupees Five Lacks Fifty Four Thousand Only). The details are stated in Annexure 1. (The employee is eligible for Rs. 1,00,000/- of Insurance after 3 months of joining)
- c. Your compensation will be reviewed after the completion of **12 months** from the date of your joining.
- d. Your salary and its components, incentives, performance bonus, sign on bonus, monetary or non-monetary benefits and /or any other statutory benefits and deductions will be governed by company's policies / procedures, taxation policies and statutory guidelines that are applicable from time to time.

3) Effective Date of Joining:

You are requested to report for duty on **26th September 2024**. Your appointment will come into effect from your date of joining.

4) Notice Period:

Subject to any other agreement between you and the Company:

- a. Your employment is terminable by Intellipaat without giving notice in writing in the probation period. Your probation period is of 6 months and based on your performance you will be made as permanent employee.
- b. He/she needs to serve 30 days of notice period without fail or else management of Intellipaat can hold salary/experience letter/relieving letter which is at the sole discretion of the management.
- c. The Company reserves the right to pay or recover salary in lieu of notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on gross salary.
- d.
- e. In the event of any breach in the terms and conditions stated in the Services Conditions and/ or Non-Disclosure Agreement or any act amounting to misconduct, your services are liable to be terminated without any notice or payment in lieu.

5) Retirement:

On your 58th birthday you will be relieved from your official duties

6) Service Conditions and Non-Disclosure Agreement:

- a) Your services will be governed by additional terms and conditions as explained in the Service Conditions, and Non-Disclosure Agreement.
- b) These terms and conditions, Service Conditions, and Non-Disclosure Agreement are subject to statutory requirements and Company Policy.

Note:

- Number of working days is 6 days in a week for the first 4 months.
- Week offs will be based on roster. You are eligible to avail alternative Saturday off, 5th month onwards based on your performance.
- Minimum working duration must be 9 hours including one hour lunch/dinner break.
- Your incentives will be calculated on a monthly basis.
- On achievement of the incentives, it will be disbursed only on the following month.

Yours Truly,

For Intellipaat Software Solutions Private Limited



Bala Krishna Murthy
Human Resource
Manager

I agree to accept the terms and conditions mentioned above and also the Service Conditions and Non-Disclosure Agreement documents enclosed with this letter.

Name:

Place:-----

Signature: -----

Date:-----



Annexure 1

Name: Mr. Prince

	Monthly Income		Yearly
	First 4 months	After 4 Months	
Basic	10,900	14,750	177,000
HRA	5,000	6,400	76,800
Conveyance Allowance	1,600	1,600	19,200
Mobile bill	500	640	7,680
Broadband bill	500	640	7,680
Medical reimbursement	1,250	1,250	15,000
Special allowance	5,050	6,520	78,240
Professional Tax - C	200	200	2,400
Fixed Cost to Company - A	28,000	32,000	384,000
Performance Link Incentives - B	10,000	10,000	120,000
Take Home (A+B-C)	37,800	41,800	
Yearly Performance Bonus			50,000
Total Cost to Company			554,000
Considered 100% achievement of incentives			

25th Aug 2024

Mr. Shubham Satish Singh,

Subject: Appointment Letter

Dear Mr. Shubham Satish Singh,

With reference to your candidature and subsequent interview you had with us, we are pleased to offer you appointment in the services of the company as **Territory Sales Officer (TSO)** effective from **15th Sep,2024** on mutually agreed terms and conditions.

Your initial place of posting will be at our **TCI Express Bangalore Regional Office**. You are required to report to: **Mr. Piush Chachan, Regional Head-XBRO**. In addition, your functional reporting would be to **Mr. Manish Jain, National Head - Sales & Marketing, TCI Express Corporate office**.

Detailed appointment letter shall be given to you on your reporting.

Please submit following documents at the time of joining.

1. Photocopy of all education certificates along with original certificates
2. 2 references letter from persons of repute on non-judicial stamp of Rs.10/- along with the Photocopy of their photo ID proof
3. Non-Disclosure agreement on Non-Judicial stamp paper of Rs. 50 (Refer attached format)
4. 3 passport size photographs
5. Copy of Voter I Card copy/ Passport Copy/ Driving License Copy
6. Copy of passbook of Bank A/c in State Bank of India/ HDFC Bank
7. Copy of Aadhar Card
8. Copy of Pan Card
9. Experience certificates, as applicable
10. Relieving letter from your present employer, as applicable
11. Last 3 Months Salary Slip, as applicable

This offer letter is subject to verification of the antecedent & documents submitted by you. This offer & appointment shall stand cancelled in-case of unsuccessful verification at any point of your employment.

You are requested to report for joining along with above documents (along with the originals) on **15th Sep,2024 at 1:00 PM at TCI Express Limited, TCI House, 69 Institutional Area, Sector-32, Gurgaon – 122001, Ph. No – 0124- 2384090-94**. The originals will be returned back to you after verification.

Should you fail to report for joining as mentioned above, the offer for employment shall stand cancelled without making further reference in this regard, which may please be noted.

You are requested to carefully read the **Annexure II** containing information about your joining & Induction.



Amresh Mishra

Shubham Satish Singh

TCI Express Limited

CIN: L62200TG2008PLC061781

Corporate Office: TCI House, Plot No. 69, Sector 32, Institutional Area, Gurugram - 122001, India

Tel.: +91-124-2384090-94 • Email: info@tcexpress.in • Website: www.tciexpress.in

Registered Office: Flat Nos. 306 & 307, 1-8-273, Third Floor, Ashoka Bhoopal Chambers, S P Road, Secunderabad – 500003 • Tel.: +91 40 27840104



Training and Placement Cell

Please return duplicate copy of this Offer Letter as a token of acceptance of the offer to the undersigned latest by **29th Aug 2024**.

Regards,

With Best Wishes,

For TCI Express Ltd.



Amresh Mishra
AVP-HR

Shubham Satish Singh

Signature

Encl: Annexure I (CTC Details)
Annexure II (Details regarding Joining & Induction)



(ANNEXURE-1: CTC DETAILS)

Name: Shubham Satish Singh		Grade: D	
Basic Salary		13,300	
House Rent Allowance (50% of Basic)		6,650	
Conveyance		1,800	
Statutory Bonus		792	
Special Allowances		4,125	
Provident Fund (12% of Basic)		1,596	
Group Personal Accident Insurance		19	
Uniform		250	
Medical Insurance		925	
Gratuity		639	
TOTAL		3,429	
Monthly CTC		30,096	
Gross salary per month		25,875	
Per Annum CTC		3,61,157	
Gross salary per annum		3,10,500	

* As per the Bonus act, you are eligible for annual bonus. It would be paid to you as per the State Minimum wage or bonus ceiling, whichever is higher. It can change in a year as per the said rules of the Bonus Act.

Shubham Satish Singh

Signature


Training and Placement Cell

TCI Express Limited

CIN: L62200TG2008PLC061781

Corporate Office: TCI House, Plot No. 69, Sector 32, Institutional Area, Gurugram - 122001, India
Tel.: +91-124-2384090-94 • Email: info@tciexpress.in • Website: www.tciexpress.in

Registered Office: Flat Nos. 306 & 307, 1-8-273, Third Floor, Ashoka Bhoopal Chambers, S P Road, Secunderabad – 500003 • Tel.: +91 40 27840104

ANNEXURE-II (Joining & Induction)

Submission of Documents

On Day zero, the Joining Formalities shall be done.

Please **submit all the required documents** as mentioned in the Offer letter (Sr. no. 1 to 9) on **15th Sep,2024** between **1:00 PM – 4:00PM** at our **Corporate Office i.e. TCI House, 69, Institutional Area, Sector 32, Gurgaon – 122001**.

Induction Programme

From Day 1, you will undergo Induction programme between **15th Sep,24 to 22nd Sep,24** at our Corporate Office in Gurgaon and other offices/ facilities around Delhi/ NCR

Travelling

- You shall be required to bear expenses incurred on travel while reporting for joining and Induction
- Train ticket from Gurgaon to your place of posting shall be arranged by us

Conveyance

- You shall be required to make your own arrangement to reach to the hotel as mentioned herein below
- Conveyance has been arranged to & from hotel to office and other facilities during the Induction programme.

Stay & Accommodation:

Your accommodation is arranged at below guest house:

THE N S RESIDENCY

Plot No. 208-P,

Near DPS Primary School

Sec. 47, Gurugram - 122001

Phone: 0124-4054437/ 9599754675 (Contact Person: Mr. R.K. Verma)

Check-in time at the guest house is **After 10:00 AM onwards on 15th Sep,24**

- Necessary arrangement is made for stay, breakfast & Dinner.
- Menu is fixed. You shall be required to bear expenses, if you order apart from the fixed menu.
- You shall be required to clear all your dues with the guest house before check-out.

Important Note:

Please carry all your luggage, as you shall proceed to your place of posting on the last day of the Induction Programme (i.e., **22nd Sep,24**)

Amresh Mishra

Shubham Satish Singh

Training and Placement Cell

Offer Letter

08-10-2024

Dear Prajapati Pooja Nathuram,

Congratulations! We are extremely excited to extend an offer to you to join the young and vibrant team of Vedantu as a "**Academic Counselor**" in our **Team at Bangalore**. We are sure your valuable experience and passion to excel will be of great value to Vedantu and will help Vedantu move faster towards its Global vision. We are looking forward to your date of joining on **04-11-2024**.

Your fixed remuneration would be INR 3,30,000 (Three Lakh Thirty Thousand Rupees only) per annum as per Annexure A.

You will be on probation for a period of three months from the Date of Joining.

This offer is valid until **04-11-2024**.

Your employment is contingent upon the Company receiving satisfactory references or background check results. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment

- If any information or data furnished by you to the company, on the basis of which the offer of Employment was made to you, is found to be false, misleading or incomplete, or if you are found to have willfully suppressed any material information,
- If you are convicted by any court of an offence involving moral turpitude,
- If you are guilty of fraud.

Cheers!

Anand Prakash

Director & Co- founder

Vedantu Innovations Pvt. Ltd.



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Annexure A

SALARY COMPUTATION		
Components	Per Annum	Per Month
Components Structure		
CTC as per offer	3,30,000	27,500
Employer Contribution to Provident Fund	21,600	1,800
NET CTC	3,08,400	25,700
Basic	1,80,000	15,000
Hra	72,000	6,000
Statutory Bonus	16,200	1,350
Sub Total A	2,68,200	22,350
Special Allowance	40,200	3,350
Fbp Sub Total B	40,200	3,350
Sub Total A And B	3,08,400	25,700
Deductions		
Provident Fund	21,600	1,800
Pt	2,400	200
Total Deductions	24,000	2,000
Estimated Take Home	2,84,400	23,700

* TDS applicable as per Income Tax and other applicable law.



Training and Placement Cell

APPOINTMENT LETTER

To,
Tripathi Krishna ShivPrakash

Dated: 28.09.2024

Dear Krishna,

We are pleased to share you the position of **Business Analyst** as per the following terms of employment:

01. Location: Your initial place of work will be Noida, U.P. location. However, you may be transferred to any of our locations anytime based on business need.

02. Compensation: Your Cost to Company will be **Rs. 4,20,000/- per annum** (Four Lakh twenty thousand per annum only).

03. Date of Joining: You are expected to join us on

Any increase in your CTC/compensation in future and future career growth prospects in the College shall depend entirely on your performance, hard work, good conduct and due compliance of College's policies and internal regulations. In no case increase in compensation or career progression can be asked, demanded or deemed granted based on passage of time or automatic as a matter of right.

04. PROBATION / CONFIRMATION:

- i. You will be on probation for a period of one year effective from the date of your joining. The said period of probation may be:
 - a) Extended or reduced at the sole discretion of the Management.
 - b) Extended or employment may be terminated, if your interview results with the University Committee as per AICTE norms are not satisfactory.
- ii. During the period of probation, your appointment can be terminated at any time by either party without giving any advance notice.
- iii. Privilege Leaves (PL) entitled will not be en-cashed during the probation period.
- iv. On completion of initial probation period of one Year, you will be deemed to be confirmed in the services of the College, unless otherwise intimated, in writing by the College and the notice period of termination of your employment will be one month from either side or one month salary in lieu thereof".
- v. During the notice period, you are not entitled to avail any leave either in probation or confirmed.

05. ON REACHING THE AGE OF SUPERANNUATION:

You will retire from the service of the College on attaining the superannuation age of **65 years**, as recorded by the College based on the information given by you as per municipal/local body or Government records. College however in its sole discretion may decide to retain your services, but not as a permanent employee, after completion of your superannuation date.


Training and Placement Cell

06. SEVERANCE OF EMPLOYEMENT:

After completion of the probation period, this employment contract can be terminated by either side or the College by giving one month prior written notice or payment of one month salary, in lieu thereof. However, in the event of your resignation, the College in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 1 month, without any pay in lieu of the notice period.

Your services are liable to be terminated forthwith without any notice or salary or any compensation in lieu thereof for any of the following reasons:

- a. Any act of misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, commission of an act involving moral turpitude, any act of indiscipline or inefficiency.
- b. In case particulars mentioned in your application or unsubstantiated discussions or papers submitted by you to the College are found false or any certificates/testimonials or documentary evidences submitted by you are found to be false or incorrect and/ or that you have suppressed and/or withheld any information.
- c. In case you have undertaken any direct/ indirect - full time or part time business or work for honorarium or remuneration, without prior written permission of the College
- d. If you have participated in an Election of any kind without obtaining prior written permission from the College.
- e. If you have indulged in passage of Confidential Information of the College, to any third party or otherwise, or have willfully and deliberately violated or have breached any policies or internal regulations and conduct guidelines of the College.

07. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment & continuation in service of the College is subject to your being declared and remaining medically fit by a Medical Officer or a Doctor specified by the College. The Management has the right to get you medically examined by a **Registered** Medical Practitioner, during the period of your service at your expenses. In case you are found medically unfit, College in its sole discretion may terminate your services by giving one month notice or one month Salary in lieu thereof.

08. DUTIES AND OBLIGATIONS:

You shall strive hard to promote the interest of the College and shall not undertake any activity of any nature whatsoever which is, construed or deemed to be detrimental and prejudicial to the interest and goodwill of the College.

- f. You will be directly reporting to Director/ Head of Department of the College and will be responsible for any assignment such as teaching, research, institution building, hostel supervision, personality development, placement activities, entrepreneurship programs, institute publication, academic administration, etc. as given by the HOD from time to time.
- g. Keeping in view the academic ethics and the future of the students, you are expected not to leave or resign from your services in the mid of any session.
- h. In addition to feedback and appraisal, your performance will be evaluated on the basis of set targets.
- i. You will be present in the College at allotted work place during the working hours. You may also be required to devote time during the off hours/Sundays/Holidays etc. for curricular/co-curricular/extra-curricular work for which no additional compensation will be admissible
- j. The College expects you to work with a high standard of ethical practices, initiative and efficiencies, during your employment. You will perform, observe and confirm to such duties, directions and instructions assigned or communicated to you by the College and those in authority over you.
- k. You agree to follow & comply with all the internal regulations, guidelines and policies of the College. You also accept the obligation to be in full compliance of all statutory laws & regulations for & on behalf of the College as may be so expected or desired including the Cyber, IPR & other laws so as not to in any manner prejudice the rights and interests of the College.
- l. You will not, unless specifically authorized by your superior officer in writing, give any interview in any newspaper, magazine or write to press or media (print or electronic).

09. GENERAL:

- a. Your age mentioned in the Matriculation / Higher Secondary Certificate will be deemed to be the conclusive proof of your date of birth.
- b. You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent by us to you, on your last recorded address / address as indicated above, shall be deemed to have been served upon you.
- c. The present designation is subject to change depending upon work assignment from time to time.

Please submit the following documents, if not submitted earlier.

1. Certificates in support of your educational and professional qualifications, experience, date of birth and other testimonials.
2. Three copies of your recent passport size photographs with light blue background.
3. Relieving/ Experience letter from your last employer in case you are/were employed.
4. Copy of PAN Card.
5. Address Proof.
6. Medical Fitness Certificate

In case the above terms and conditions are acceptable to you, please sign a duplicate copy of this letter as a token of acceptance and submit the same to the undersigned for further processing.

We look forward to a long, successful and pleasant association.

Sincerely yours,

Sachin Kumar Goel
(Vice President)

For Tech Mahindra Limited,



Jegapriyan V
Group Function Head- Human Resources

Note: In case of any query post exit, kindly raise a request in the Communicate section on the **Remember Portal** (<https://remember.techmahindra.com/loginpages/loginnew.aspx>) after Login (register using your GID 5 or 6 digit Associate ID while at Tech Mahindra / Mahindra Satyam)

Please write to Verifications@TechMahindra.com for any queries related to verification of your employment.


Training and Placement Cell

Appointment Letter from Kotak Mahindra Bank

Candidate Name	Trivedi Siddharth Pravinchandra
Name of Institute	Swarnim Startup & Innovation University
Date	21-May-24

We are pleased to offer you the role of **Relationship officer** at Kotak Mahindra Bank Limited. Your remuneration per annum is **3.50** Lakhs. Your appointment letter giving details of your compensation breakup, benefits and other terms and conditions will follow shortly. Your place of posting will be anywhere in India and the details of the same will be shared with you in the appointment letter.

Your appointment Letter is however subject to:

1. Successful completion of your full time management course
2. Being medically fit for employment
3. Reference check as per process of the Bank
4. You are ready to relocate at any location - PAN India and do not have location preferences

Sign a copy of this letter conveying your acceptance.

A hearty congratulations and looking forward to on-board you early next year!

For Kotak Mahindra Bank

Signature of the candidate



Ms. Himadri
Gujarat, India

Sub: Appointment Letter

Ms. Himadri

The Management is pleased to provide you an full Time Opportunity w.e.f. 26.06.2024 on the following terms and conditions mutually agreed.

1. Scope of work:

- 1.1 Your Probation Period will be of 3 Months w.e.f. 26.06.2024
- 1.2 During your probation period you will remain under the Supervision of Mr. Asish Banik – Sr. AVP
- 1.3 During Probation you will be stationed at our Bangalore Office.
- 1.4 The nature of work and responsibilities will be assigned and explained to you by your senior from time to time.

2. Emoluments:

- 2.1 You will be paid a amount of Rs. 20,000- (Twenty Thousand Rupees) per month in hand.

3. Secrecy/Confidentiality:

- 3.1 That this appointment may be withdrawn by the management without giving any notice.
- 3.2 You will not deal directly or indirectly any information with regard to our company, its sister Concern and its associate companies to any other individual, body, corporate, Organization of Company. You will maintain absolute confidentiality.


Training and Placement Cell

3.3 You will not take up any assignment with other companies who operate in the same or similar line or ours. In case you take up any such assignment; you will take permission and no objection from the Company.

Note -*On your successful completion of 12 months in Sales Trainee role, you will be moved to Associate Sales Manager with the new CTC (4.20 fixed+3.0 LK Variable Pay) will be changed as per the new role*.

Kindly Sign the duplicate copy of this letter as a token of your acceptance of this assignment and your consent to the terms and conditions mentioned here in above.

Thanking you,

Regards, For 3Five8 Technologies Pvt. Ltd.

Shilpi Minocha



Manager – People and Culture

Date:

Signature:


Training and Placement Cell

Date: 11th Sep 2024

Letter of Appointment

Dear Dave Harsh Jayeshkumar,

Thank you for participating in our selection process. We are pleased to offer you the position of '**Client Acquisition Manager**' on the following terms and conditions:

1. Your Posting will be at **CAPITALVIA GLOBAL RESEARCH LIMITED**, Indore **post your final semester exam which will be communicated to you by the Company.**
2. Your compensation on a cost to company basis will be **Rs.303,160** (Details of which you can find below).

Client Acquisition Manger		
Grade: O-3	Level: Senior Officer	Band: B-1
Details Of Remuneration		Annual G Amount (INR)
Basic (Includes Employee's PF Contribution)		120,000
HRA		48,000
Performance Allowance		28,200
Other Allowance		85,800
Gross Salary		282,000
Employer's Contribution for PF		14,400
Employer's Contribution for Health Insurance		1,000
Gratuity (As per Act)		5,760
CTC		303,160

- **CTC of Rs.1,54,402/- during initial period of 3 months from Date of Joining and thereafter the above-mentioned CTC will be applicable.**
- Performance Allowance is based on the achievement of your respective Goals will be paid on monthly basis.
- sThe service agreement will be of 1 Year with training cost of Rs. 75,000; duly recoverable in case of not completing the set tenure.

- The notice period applicable to you would be **1 Month**.

3. This appointment will be subject to you being found medically fit.

4. This appointment stands valid subject to your provided information about yourself, work-ex, Marks & qualifications.

5. This Company shall have the rights to terminate your service without notice and without assigning any reason thereof, if the information given by you at the time of interview or in the application form is found to be incorrect, or in case of any serious misconduct.

6. You will be required to produce your original certificates/ documents and submit photocopies of your Pan Card, Driving License, Medical Clearance Certificate, Mark sheets, Permanent Address Proof, Local Address Proof, work-ex certificate, last 3 months Salary Slip while collecting your appointment Letter.

7. Kindly confirm your acceptance of this offer by signing and returning a copy of this letter by **13th Sep 2024**, henceforth, the offer will be forfeited.

We look forward to your joining our team for a long, successful and pleasant association.

Regards,

A handwritten signature in green ink, appearing to read "Gaurav Garg".

Gaurav Garg

Head - HR

CapitalVia Global Research Limited

Date: April 24, 2024

Dear Makwana Sonu Gautambhai,

We are pleased to offer you a position of **Customer Service Manager, Under the Management Associate - Service Program** at **L1 Level** as per the following terms and conditions.

1. Place of Posting: Bangalore. Your final location would be confirmed at the time of joining. The Company has pan India operations and hence your posting is transferable. Your scope of work will include but not limited to all the functions related to **Customer Service, Sales Coordination, Collections-Support and Operations** for the company.

2. Working hours: Working hours are from 09:30 AM to 06:00 PM, 6 days per week. However, if the exigency of work demands, you should be prepared for longer work hours to ensure timely completion of assigned tasks.

3. Probation: You will be on probation for a period of six months from the date of joining. Upon successful completion of probation your appointment will be confirmed. Your probation may be extended depending on your performance.

4. Compensation Package:

4.1. Salary: As per the structure mentioned below:

Particulars (p.a.)	Amt (Rs.)
Basic Salary	Rs. 180,000
House Rent Allowance	Rs. 90,000
Leave & Travel Allowance	Rs. 72,000
Mobile & Fuel Allowance	Rs. 9,000
Other Allowances	Rs. 87,400
Provident Fund	Rs. 21,600
Gross Salary	Rs. 460,000
Incentives	Rs. 80,000
CTC *	Rs. 540,000

*Insurance is a company paid benefit which is over and above your CTC

4.2. Allowances:

4.2.1. You will be entitled to reimbursement of official calls on mobile phone and use of internet data card/wifi (At present this is **Rs. 9,000 p.a.**)

4.2.2. Official travel will be reimbursed subject to the policies of the company governing the same.

4.3. Other Benefits:

4.3.1. You will be entitled to Privilege Leave (PL) of 21 Days per annum, however no such leave is allowed within the first 6 months of joining

4.3.2. You will be entitled to an Incentive which will depend on your performance against targets planned for specific periods and other rules governing the same. (At present performance based incentives for Customer Service Manager are pegged at **Rs. 80,000 /- p.a**)

4.3.3. You will be covered under the group medical and accident insurance policies of the company

5. General:

5.1 You are expected to devote your whole time, attention and ability to the interest of the company and show total commitment to its goals.

5.2 You will have to maintain absolute secrecy and confidentiality in regard to all the documents and information pertaining to the company and its customers, which you come across in course of your duty.

5.3 You will not engage yourself, in any business of your own or any other business/employment.

5.4 You are expected to treat these terms of employment confidential.

5.5 Breach of any of the above conditions will render you liable for termination of your employment without notice.

5.6 Any dispute between you and the company concerning or relating to or arising out of this offer shall be subject to the jurisdiction of and be determined by the court of the competent jurisdiction in Mumbai only.

6. Notice Period: Either party shall be entitled to terminate the said employment by giving notice or in-lieu of such notice, a sum equal to the basic salary for the notice period.

7. Your Date of Joining shall be **May 3, 2024.**

8. Acceptance: Kindly sign the duplicate copy of this letter or send us an email to confirm your acceptance.

For Home First Finance Company India Ltd.



(Authorised Signatory)

I have read the contents of the above offer and accept the same. I will join on_____.

Date:_____

(Signature):



Training and Placement Cell

Date: 25th April 2024

Ref: IGS/HR/054

Mr. Rajpurohit Mohit,
Gujarat

Subject: APPOINTMENT LETTER

Dear Mr Mohit,

We are pleased to offer you an appointment with Swedium Global Services Private Limited for the position of **Technical Support Executive**, on the following terms and conditions:

APPOINTMENT TERMS :

1. Your date of appointment will be effective from the date of joining which shall be on **1st May, 2024.**
2. You will be on probation for a period of Three Months from the date of your joining. On completion of the probation period, your performance shall be evaluated. If the Company finds you to be suitable for the appointed post, your appointment shall be confirmed.
3. The age of retirement is 58 years. Any extensions granted thereafter will be at the sole discretion of the Management.
4. You will be liable to be transferred in such capacity as the Company may from time to time determine to any other location, department, function, establishment, or branch of the Company or its subsidiary, associate, client or affiliate Company. In such cases you will be governed by the terms and conditions of service applicable to the new assignment.
5. We provide support to our clients from various locations in India or abroad to suit clients' differing time needs. You would be operating from any of these locations and in any of the shifts, as may be decided by the Company keeping in mind business needs and deliverables to clients.

COMPENSATION

1. Your total CTC compensation will be **Rs. 350,000/- (Three Lakhs Fifty thousand rupees only)** per Annum.
2. Please refer to Annexure-I for the break-up of salary.

You will also be eligible for the following:

- You will be entitled to other compensation and benefits in accordance with the Company policy as modified and intimated to you from time to time.
- You will be entitled to performance bonus policy announced from time to time by the organization.
- Your salary will be reviewed periodically as per Company policy.
- Changes in your compensation are subject to the discretion of the Company and will be subject to and be on the basis of your effective performance and results during your employment and other relevant criteria.


Training and Placement Cell

PROBATION PERIOD CONFIRMATION/TERMINATION

1. The period of probation may be extended, reduced or terminated at the sole discretion of the Company. During this period, your services may be terminated by the Company by giving 7 days' notice. Similarly, you may leave the services of the Company by giving 30 days' notice or salary in lieu thereof.
2. After you are confirmed in the Company, your services in the Company are terminable by the Company on giving 30 Days' notice and by you on giving 60 Days' notice or payment of gross monthly salary in lieu thereof on either side, however due to exigencies of business the company may at its sole discretion reject the salary in lieu of notice and ask employees to serve the entire or part of the notice period.
3. In case you availed any joining benefits viz. early joining bonus/notice buyout/ relocation charges etc, the same must be repaid in case you leave the organization before completion of 12 months of service.

OTHER BENEFITS

You will be entitled to the following:

- Leave and holidays as applicable to your category of employees and location of posting.
- You will be covered under the Payment of Gratuity Act, 1972
- Perquisites, if any, as applicable to your category of employees and / or based on functional requirements as determined by the Company.
- You will be entitled to receive the following relocation benefits in case your location of posting at Swedium Global Services is different from your current location. A train travel by 3 Tier AC or equivalent from current location to posting location, Boarding & Lodging up to a maximum of 7 days at the guest house/serviced apartments from the date of joining.
- You will be covered under Group Health Insurance plan of coverage up to Rs. 200,000/- per annum on completion of probation period.

CONFIDENTIALITY

1. In consideration of the opportunities, training and access to new techniques and know how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please ensure that you maintain as secret and confidential all Confidential Information (as defined from time to time in the Confidentiality Policy of the Company) and shall not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Swedium Global and in the course of your employment. This covenant shall endure during your employment (irrespective of the circumstances, or the reasons for, the cessation).
2. In your work with Swedium Global, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Swedium Global.
3. You are required to strictly maintain the confidentiality of and not to divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other person and in particular any employee of the Company. Such disclosure will be viewed seriously and you are liable for disciplinary action as per rules of the Company.

COMPANY ASSETS

1. If, during the course of your employment with this Company, you are provided with Company assets e.g

Laptop, Access Card etc, you shall maintain the same in good working condition and you shall return the items to this Company prior to your ceasing to be in the employment of the Company. Any dues to be paid to you on your ceasing to be in the employment is liable to be withheld by the Company if the said items so provided by the Company are not returned to the Company, apart from the Company's right to proceed against you as per provisions of law.

MEDICAL FITNESS & VERIFICATION PARTICULARS

1. Your appointment is subject to your being declared medically fit by a Medical officer if required. If you are found medically unfit to continue with the job, your appointment is liable to be terminated.
2. The particulars furnished by you to us in your application and personal data sheets filled in by you being true and correct: in case it is found that these particulars are false, your appointment is liable for termination without any notice. You authorize the Company to conduct such verification which it deems fits.

TAX DEDUCTED AT SOURCE

1. Taxation will be governed by Income tax rules. The company will be deducting Tax at Source (TDS) as per income tax guidelines. Other statutory deductions like Professional Tax will be as per Income Tax guidelines.
2. You are required to submit a declaration towards your investment plans for the financial year at the beginning of the financial year or on the date of Joining. The same will be used for Income Tax purposes. You are solely responsible for the declaration arising thereof for all personal income towards tax purpose.

MEDICAL REIMBURSEMENT

To avail tax benefit on this amount, you need to submit medical bills for the medical expenses incurred for your family and yourself.

HEALTH INSURANCE SCHEME

You will be covered by the group Health Insurance Scheme. The insurance cover entitles you towards reimbursement of medical expenses up to Rs. 200,000/- per annum. The scheme also provides enhanced cover for other family members on the payment of extra premium per person per family.

GENERAL

1. You will not undertake business of similar nature with any other company during the period of your employment with Swedium Global Services.

OTHER TERMS & CONDITIONS

1. Upon your joining the organization, you will be subjected to the Organization's Rules & Regulations.
2. All the benefits and terms are as per the company policies, which are subject to change from time to time.


Training and Placement Cell

In token of your acceptance of this offer, kindly sign and return the duplicate copy of this Appointment Letter. You are requested to report to Ms. Sandhiya R for further instructions for your project work location at the following address.

Swedium Global Services Pvt. Ltd.,
2nd Floor, Varman Aviation Complex,
Plot No. 16017, Road No. 7,
EPIP, Whitefield, Bangalore - 560066

We take pleasure in welcoming you to our Organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

In token of your acceptance of this offer, kindly sign and return the duplicate copy.

Sincerely,

For Swedium Global Services Pvt. Ltd.



Sandhiya Ravi
HR Manager

I agree to accept the offer on the above-mentioned terms and conditions.

(Signature)

Date:

(Complete Name)


Training and Placement Cell

ANNEXURE - I

Swedium Global Services Private Limited

Salary Component	Per Month	Per Annum
Basic	11467	137604
HRA	4587	55044
Conveyance allowance	1600	19200
Medical Allowance	1250	15000
Special Allowance	7962	95552
PF Employer	1800	21600
Insurance		6000
CTC	28666	350000
Deduction		
Insurance		6000
PT	200	2400
PF Employee	1800	21600


Training and Placement Cell

21st July 2024

OFFER LETTER

Mr. Anuj

We are pleased to offer you the position of **Senior Executive Customer Experience & Product Specialist** in **Product Adoption department** with Zwayam Digital Pvt Ltd (a subsidiary of Info Edge India Ltd).

1. This **Letter of Offer** is being issued subject to the following terms:
 - a) You shall join the company on or before **11th August 2024**.
 - b) Accuracy of the testimonials and information provided by you.
 - c) Your being free from any contractual restrictions preventing you from accepting this offer or starting work on above mentioned date.
 - d) Successful background verification and reference check. In the event the background verification is not satisfactory in the sole opinion of the Company, the Company reserves the right to revoke the offer letter at any time without assigning any reason.
2. On your date of joining, you will be issued a formal Appointment Letter.
3. You shall be based in **Bangalore** but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India.
4. As an employee of the company, you will receive an annual CTC (Cost to the Company) as mentioned in Annexure attached on Page 2.
5. In case you decide to leave the service of the organization, you will be required to give **30 days'** notice. The organization in its sole discretion can decide to waive off/ reduce the notice period depending upon the exigencies. In such case, you would be required to pay the organization the gross salary for the notice period so reduced/ waived off.
6. You agree that, during the term of this Agreement or any extensions and for a period of two (2) years thereafter, you will keep confidential any information which you obtains from the Company or any of said entities' subsidiaries, sister corporations or concerns, now or hereafter existing or created, concerning their client data properties, assets, content of this letter of offer, particular or detail of products, developing process, technical know-how, administrative or organizational matters, proprietary assets, source codes, copyrights, business methods, and trade secrets.
7. Upon termination of employment, all company documents, information and property, business cards, office keys must be returned to the office prior to leaving.
8. Work from home: In view of the Covid-19 situation you will be working from home starting your joining date. While working from home you shall adhere to the company wide guidelines on work from home to ensure business continuity. However, you are expected to report to your work location as per the timelines decided by HR, once the office re-opens and is ready for the daily function.

Kindly sign and return a copy of this letter as a token of your acceptance.

Yours sincerely.



Jijee KM
Co-Founder
Zwayam Digital Private Ltd (a subsidiary of Info Edge India Ltd)



Training and Placement Cell

ZWAYAM DIGITAL PVT. LTD.

Annexure

Name: Shukla Anuj	Designation: Senior Executive Customer Experience & Product Specialist	
Band: B2A	Location: Bangalore	
Entitlement	Per Month₹	Per Annum₹
Basic Salary	14,745	1,76,940
House Rent Allowance (HRA)	7,373	88,476
Special Allowance	8,849	1,06,188
Sub Total 1	30,967	3,71,604
Company's Contribution to PF	1,800	21,600
Sub Total 2	32,767	3,93,204
Group Mediciam Insurance		11,800
Gratuity (Estimated)***		8,511
Sub Total 3		11,652
Gross Annual Fixed (Grand Total)		4,13,515
Annual Management Bonus~		45,000
Total Cost to Company ^^^ (at 100% payout)		4,58,515

^^^Total Cost to Company

Total Cost to Company is a total of Gross Annual Fixed and Annual Variable Pay/Annual Management Bonus/ Annual Tech Bonus at 100% payout as per the clause mentioned above.

***Gratuity:

You are entitled to retiral benefit of gratuity as per provisions of "Payment of Gratuity Act 1972". The amount indicated is equivalent to 15 days Basic Salary on a base of 26 days in a month, for every completed year as part thereof in excess of Six months. The payment shall be contingent upon continuous service of 5 years with the company. As per the act, the gratuity payable at the end of service shall not exceed twenty lakh rupees.

Following statutory deduction will be made from your monthly salary (apart from PF Deduction) to comply with different State & Central Acts.

- Income Tax will be deducted as per slabs specified in IT Act.
- Professional Tax and Labour welfare fund (LWF) will be deducted from your monthly salary if it's applicable in the state in which you are working.
- ESI will be deducted, if your gross salary does not exceed the limit specified in ESI Act for ESI Coverage.

~ Annual Management Bonus

The indicative range of Annual Management Bonus at your band is Rs.0/- to Rs. 45,000»/- . Please note:

- Management Bonus will be paid along with Annual Appraisal cycle and will be prorated as per Date of Joining.
- This is not a guaranteed component of your compensation and the actual pay out shall be calculated based on parameters as fixed for measuring Individual, Department and Company performance.
- To be eligible for the above mentioned component for a given evaluation period, you need to be on the rolls of the company at the time of pay out of the bonus component.
- The Management Bonus scheme may be revised from time to time.



Nicel KM
Co-Founder

Zwayam Digital Private Ltd (a subsidiary of Info Edge India Ltd)



Training and Placement Cell

ZWAYAM DIGITAL PVT. LTD.

Unit No. N - 801 & 802, 8th Floor, North Block Manipal Centre, 47,
Dickenson Road Bangalore, KA 560042

10-12-2024
Bangalore

To:
Shah Meet Mahendra

Hi Shah Meet Mahendra,

With reference to the discussions, you had with us, we are pleased to offer you a position of “**Software Trainee**” in our organization starting from **3 Feb 2024** to **30 Jun 2024**. It is mandatory for you to work from office during this period.

You will be eligible for monthly stipend of **Rs. 15,000** /- (Fifteen thousand) per month.

Your employment will be governed by the rules, regulations and policies of the Company as may be in force from time to time.

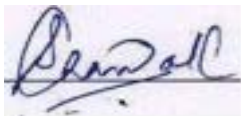
By accepting this offer you agree that you would not engage in any capacity (as an individual or as a contractor or as an employee) with the Logituit client/s that you are working.

Logituit is committed to the success of our Clients and our Employees who serve them. We value and respect our employees' judgment and try to accommodate their wishes as much as possible. We fully expect them to be satisfied both professionally and personally with us.

Congratulations and best wishes for a successful career at Logituit.

Sincerely,

For Logituit,



Authorised Signatory

Accepted the above terms and Conditions:

Name:

Signature:

Date:


Training and Placement Cell

Holiday / Leave

Holidays are as per company holiday policy.

Documents required on Joining

You are required to submit the following documents on the date of joining

- a) Copy of degree certificates and mark sheets (all semester/Year wise)
- b) Copy of HSC and SSC certificates and mark sheets
- c) Copy of Driving License
- d) Copy of Passport
- e) Copy of Aadhaar card
- f) Copy of PAN card
- g) One passport size photo
- h) Copy of Bank passbook/ Cancelled Chq
- i) Updated CV


Training and Placement Cell

Dated: 28-11-2024

To,
Mr. Rajat Rajesh Pandey
Swarnim Startup & Innovation University,

Dear Rajat,

Congratulations! We are delighted to appoint you as **Junior Engineer- Software** at our Bangalore office. Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **01.12.2024**.

Probation and Confirmation

You will be on probation for a period of 6 months from the date of your appointment. Upon completion of this period, based on a confirmation recommendation report, your services will be confirmed as a permanent employee.

Leave

You are entitled to 22 days of Leave in a Financial Year.

Compensation and Benefits

Your Total CTC will be **INR 360004/- per annum**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I

Notice Period

Termination of employment by either party shall be 90 days' notice period. You shall be relieved from the organization only on serving the 90 days' notice period. The notice period may not be offset by unused leave. However, the organization holds the right to relieve an employee before completion of the 90 days' notice period due to whatever reasons, in which case the employee has to buy out the un-served notice period days on a pro-rata basis equivalent to the employee's monthly gross salary. The final decision making of relieving lies with Head-HR.

During employment, at any point of time under certain circumstances the company shall have the right to terminate your appointment by giving 90 days' notice or salary in lieu of the same period. In such case, salary would include only monthly Basic plus HRA.

If your actions at any time constitute a serious breach of Technoforte's standards of behavior or there are any specific observations related to your work which are escalated then Technoforte may end this contract and terminate your employment immediately without any compensation.


Training and Placement Cell

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected Joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Other Terms and Conditions

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please send us a duly signed duplicate copies of the letter and all the accompanying annexures.

We welcome you to the Technoforte family and wish you a rewarding career over the years to come.

Yours Sincerely,



Priti Sharma
Head – HR Department

DECLARATION

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Signature:

Date:



Training and Placement Cell



Total Remuneration Work Sheet

Name : Rajat Rajesh Pandey
Position : Jr. Engineer – Software
Date Of Joining : 01.12.2024
Location : Bangalore

Your Compensation and Benefits package

(All Figures in Rupees)

	Monthly	Annual
Basic	15000	180000
HRA	4363	52356
Conveyance	3818	45812
Variable Allowance	2384	28608
Medical Allowance	1704	20452
Gross	27269	327228
Company Contribution of PF	1898	22776
Loyalty Allowance		10000
Total Cost to Company		360004

You are also entitled to the following additional benefits:

*Round the clock Personal Accident Insurance coverage of Rs.5,00,000 per annum

*Gratuity, on separation after 05 years of continuous service, payable as per Payment of Gratuity Act

* Group Medical Insurance coverage of Rs.1,00,000 per annum for employee, spouse & 02 children




Training and Placement Cell

CDS/HR/TR/OL/2024-25

Confidential

Date: 07th Oct 2024

Bharadwaj Ritish,
Bangalore

Dear Ritish,

Subject: Trainee Software Developer Appointment Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st Nov 2024 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6-month Training period, during which your role will be **"Trainee Software Developer"**. Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective 01st Nov 2024.
3. Your performance only will be assessed at the end of 6th month. 12th month and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st Nov 2024 will be 3 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2 years from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.


Training and Placement Cell

7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply and any leaves which are not availed in the last 18 months will laps.
8. Once you complete 6 months, you will be a full-time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.

We wish you a successful career with Covalense digital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited

akhil kittur

Akhil Kittur

Assistant Manager - HR

Signature of Employee

[Signature]
Training and Placement Cell

Annexure- A

Name	Bharadwaj Ritish	
Designation	Trainee Software Engineer	
Department	Integrations	
Date of Joining	1 st Nov 2024	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance (HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company(C) - (A+B)		3,00,000.00
---------------------------------------	--	--------------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000/ basic plus special allowances whichever is less or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance would be provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.


Training and Placement Cell

Date: 20th March 2024

Name of Candidate: **Ms. Shruti Ramesh Patel**

Subject: Appointment Letter

Dear Shruti Ramesh Patel,

We have pleasure in offering you a position of “**Assistant Sales Manager**” at **Bangalore** Office of PropertyPistol Realty Pvt. Ltd.

Your compensation in terms of "Cost to the company (CTC)" and detailed breakup will be as per attached annexure.

The management may place you on any assignment in any unit/department / associate concern of the company in any other location as it may consider necessary in its absolute discretion from time to time.

Your probation period is 06 months from the date of joining and on successful completion of the same you would be confirmed by the issue of a Confirmation letter. In case at any point during probation period, you wish to discontinue your services, you shall be required to serve notice period of 7 days.

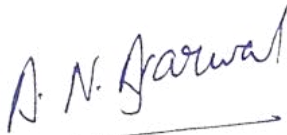
Your proposed date of Joining is **04th April 2024**.

You are required to adhere to all company policies both during your probation and after confirmation period.

We look forward to a long and fruitful association with you.

Kindly acknowledge the copy as an acceptance of the offer letter.

For, **PropertyPistol Realty Pvt. Ltd.**



Authorized Signatory

I **accept** the above offer of employment

Signature:

Name of candidate: **Ms. Shruti Ramesh Patel**

Annexure I

Earnings	Per Month	Annually
Basic Salary	17080	204960
HRA	6832	81984
Conveyance	800	9600
Others	3288	39456
Gross Salary	28000	336000
Deduction		
P.T.	200	2500
Net Salary	27800	333500
Indicative Incentive *	40000	480000
Total CTC (Including Incentive)	68000	816000

Note: -

- Apart from the above mentioned salary Mobile and Travelling Allowance will be provided on Actual.
- There is no limit of performance based incentive earning. The above mentioned incentive is an indicative incentive.
- PF if applicable, shall be part of CTC.



Date: 24-07-2024

Subject: Appointment Letter

Dear Kajal,

Heartiest Congratulations to you!

HDFC Life is delighted to offer you the full-time position of Executive Trainee in our contingent upon your successful clearance of MBA/Post Graduate examination.

A detailed Compensation structure is enclosed here with (Annexure1) for your reference. An appointment letter along with the terms and conditions of employment will be issued to you after joining. **Your joining will be subject to your successful clearance of On-boarding Assessment post your pre-joining training.**

We are extremely excited to have you onboard. We are looking forward to receiving your acceptance of the offer on the duplicate copy of this letter. Please attach your resume and two passport size photographs with the same.

For & on behalf of
HDFC Life Insurance Company Limited

A handwritten signature in blue ink, appearing to read "Sushil", with a horizontal line underneath.

Sushil Chander
Vice President – Human Resources



Annexure 1

Date: 24-07-2024

Name: Kajal Barot

Designation: Executive Trainee **Band:**

J2

CTC STRUCTURE		
Components	Per Annum	Per Month
(I) Fixed Pay		
Basic	142,500	11875
House Rent Allowance	85,500	7125
Other Allowance	117,992	9833
Bonus	48,046	4004
(II) Reimbursements		
LTA	11,875	990
Fuel	21,600	1800
Mobile Handset	10,000	833
Total Fixed Pay and Reimbursements	437,512	36,460
(III) Retirals		
Provident Fund	21,600	
Gratuity	6,888	
(IV) Valued Benefits		
Group Insurance Benefit	9,000	
Fixed Cost to Company (FCTC)	475,000	

Other Benefits (as per prevalent Company Policy):
Group Term Insurance: Term cover of INR 12,00,000 Mediclaim: INR 2,00,000 for self and dependents



Date: 24-07-2024

Subject: Appointment Letter

Dear Priya,

Heartiest Congratulations to you!

HDFC Life is delighted to offer you the full-time position of Executive Trainee in our contingent upon your successful clearance of MBA/Post Graduate examination.

A detailed Compensation structure is enclosed here with (Annexure1) for your reference. An appointment letter along with the terms and conditions of employment will be issued to you after joining. **Your joining will be subject to your successful clearance of On-boarding Assessment post your pre-joining training.**

We are extremely excited to have you onboard. We are looking forward to receiving your acceptance of the offer on the duplicate copy of this letter. Please attach your resume and two passport size photographs with the same.

For & on behalf of
HDFC Life Insurance Company Limited

A handwritten signature in blue ink, appearing to read "Sushil", with a horizontal line underneath.

Sushil Chander
Vice President – Human Resources



Annexure 1

Date: 24-07-2024

Name: Priya

Designation: Executive Trainee **Band:**

J2

CTC STRUCTURE		
Components	Per Annum	Per Month
(I) Fixed Pay		
Basic	142,500	11875
House Rent Allowance	85,500	7125
Other Allowance	117,992	9833
Bonus	48,046	4004
(II) Reimbursements		
LTA	11,875	990
Fuel	21,600	1800
Mobile Handset	10,000	833
Total Fixed Pay and Reimbursements	437,512	36,460
(III) Retirals		
Provident Fund	21,600	
Gratuity	6,888	
(IV) Valued Benefits		
Group Insurance Benefit	9,000	
Fixed Cost to Company (FCTC)	475,000	

Other Benefits (as per prevalent Company Policy):
Group Term Insurance: Term cover of INR 12,00,000 Mediclaim: INR 2,00,000 for self and dependents

Offer Letter

27th September, 2024

To,
Mr. Priyank Nileshbhai Jani

Dear Priyank Nileshbhai Jani

This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Strategic Sales Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Officer".

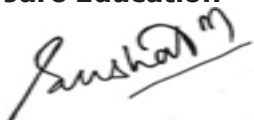
Find below compensation details:

During the first month (including training) you would be paid remuneration of **Rs.25,000/-pm**. If target of first month is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from second month and arrears of the first month will also be paid to you.

If in case you fail to achieve the target for first month, then extension of one more month will be given at a remuneration of **25,000/-pm**.

Particulars		(Amount in Rupees.)	
		Per Month	Per Annum
Basic Salary	:	16,000	1,92,000
House Rent Allowance	:	8,000	96,000
Transport Reimbursement	:	1,600	19,200
Telephone Reimbursement	:	500	6,000
Statutory Bonus (Paid Monthly)	:	1,400	16,800
Special Allowance	:	12,500	1,50,000
Total		40,000	4,80,000
Daily Travel Reimbursement	:	3,000	36,000
Performance Incentive (Payable based on the achievement of Monthly targets)	:	10,000	1,20,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	:	2,000	24,000
CTC: Six Lakh Sixty Thousand only p.a.	:	55,000	6,60,000

Regards,
Jaro Education



Sushant Mallya
General Manager – Human Resource

I agree to the above terms & conditions_____Dated_____

Dr. Niraj Kothari
M.B., D.C.P., (Path.)

Dr. Dipali P. Patel
M.B., M.D. (Path.)

Dr. Bijal Thakkar
M.B., D.C.P., (Path.)

Dr. Nupur Atit
M.B., M.D. (Path.)

101-102, Span Trade Center, Opp. Kochrab Ashram, Paldi Cross Road, Paldi, Ahmedabad - 380 006.
Ph. : 079-26586480, 26584893 Mo. 8866002931 E-mail : gujaratdiagnostic101@yahoo.in Website : www.gujaratbloodbankandpathlab.co.in

06 Aug, 2024

Appointment Letter

Name: Patel Harshil Pravinbhai
Enrollment no.: 1954002008

Dear Harshil

Subject: Appointment for the Position of Lab Technician/Lab Assistant

We are pleased to inform you that you have been selected for the position of **Lab Technician/Lab Assistant** in the Department of Biotechnology and Microbiology at Swarnim Startup and Innovation University. Your appointment is effective from 12 August, 2024.

● Terms and Conditions:

1. **Position:** Lab Technician/Lab Assistant
2. **Department:** Biotechnology and Microbiology
3. **Reporting To:** Head of the Department
4. **Location:** Ahmedabad
5. **Salary:** 2.16 LPA
6. **Working Hours:** Shifts (8:00am-2:00PM/1:00PM-7:00PM)
7. **Probation Period:** 6 Months
8. **Duties and Responsibilities:**
 - Assist in the preparation and maintenance of laboratory equipment and materials.
 - Conduct experiments and tests as per the curriculum requirements.
 - Ensure the cleanliness and safety of the laboratory environment.
 - Maintain accurate records of experiments and results.
 - Support faculty and students during laboratory sessions.

● Additional Information:

- You are required to adhere to the university's policies and regulations.
- Your performance will be reviewed periodically, and continuation of your employment will be based on satisfactory performance.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the terms and conditions mentioned above.

We look forward to your valuable contribution and wish you a successful tenure with us.

Manager-HR


Approved by
Dr. Niraj Kothari
MBBS, DCP (Patho.)

----- End of Report -----


Dr. Bhavin Kapadiya
MD (Microbiology)


Training and Placement Cell

Dr. Niraj Kothari
M.B., D.C.P., (Path.)

Dr. Dipali P. Patel
M.B., M.D. (Path.)

Dr. Bijal Thakkar
M.B., D.C.P., (Path.)

Dr. Nupur Atit
M.B., M.D. (Path.)

101-102, Span Trade Center, Opp. Kochrab Ashram, Paldi Cross Road, Paldi, Ahmedabad - 380 006.
Ph. : 079-26586480, 26584893 Mo. 8866002931 E-mail : gujaratdiagnostic101@yahoo.in Website : www.gujaratbloodbankandpathlab.co.in

06 Aug, 2024

Appointment Letter

Name: Patel Parth Dilip Kumar
Enrollment no.: 1954002027

Dear Parth

Subject: Appointment for the Position of Lab Technician/Lab Assistant

We are pleased to inform you that you have been selected for the position of **Lab Technician/Lab Assistant** in the Department of Biotechnology and Microbiology at Swarnim Startup and Innovation University. Your appointment is effective from 12 August, 2024.

● Terms and Conditions:

1. **Position:** Lab Technician/Lab Assistant
2. **Department:** Biotechnology and Microbiology
3. **Reporting To:** Head of the Department
4. **Location:** Ahmedabad
5. **Salary:** 2.16 LPA
6. **Working Hours:** Shifts (8:00am-2:00PM/1:00PM-7:00PM)
7. **Probation Period:** 6 Months
8. **Duties and Responsibilities:**
 - Assist in the preparation and maintenance of laboratory equipment and materials.
 - Conduct experiments and tests as per the curriculum requirements.
 - Ensure the cleanliness and safety of the laboratory environment.
 - Maintain accurate records of experiments and results.
 - Support faculty and students during laboratory sessions.

● Additional Information:

- You are required to adhere to the university's policies and regulations.
- Your performance will be reviewed periodically, and continuation of your employment will be based on satisfactory performance.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the terms and conditions mentioned above.

We look forward to your valuable contribution and wish you a successful tenure with us.

Manager-HR


Approved by
Dr. Niraj Kothari
MBBS, DCP (Patho.)

----- End of Report -----


Dr. Bhavin Kapadiya
MD (Microbiology)


Training and Placement Cell

Appointment Letter

Swarnim Startup and Innovation University

15 Feb, 2024

Training and Placement Department

Gandhinagar, Gujarat, India

PATEL RIYA MAHESHBHAI

Enrollment: 1954004026

Dear Riya ,

Subject: Appointment Letter for the Position of Lab Technician

We are pleased to inform you that you have been selected for the position of **Lab Technician**. Your academic background and skills have impressed us, and we are confident that you will be a valuable addition to our team.

Position: Lab Technician

Department: BSc

Joining Date: 20 Feb, 2024

Salary Package: ₹1.44Lac per annum

Terms and Conditions:

1. **Probation Period:** You will be on probation for a period of six months from the date of joining. Your performance will be reviewed at the end of this period.
2. **Working Hours:** You are expected to work from 9:00 AM to 5:00 PM, Monday to Friday. Any changes to this schedule will be communicated to you in advance.
3. **Duties and Responsibilities:** As a Lab Technician, your primary responsibilities will include preparing and maintaining laboratory equipment, conducting experiments, and ensuring the accuracy of test results. Detailed job responsibilities will be provided to you upon joining.
4. **Benefits:** You will be entitled to benefits such as health insurance, paid leave, and other perks as per the university's policies.

Please sign and return a copy of this letter as a token of your acceptance of the terms and conditions mentioned above.

We look forward to welcoming you to our team and wish you a successful career with us.

Regards,

HR-Manager


Training and Placement Cell

Appointment Letter

Swarnim Startup and Innovation University

15 Feb, 2024

Training and Placement Department

Gandhinagar, Gujarat, India

PATEL JANKI PANKAJKUMAR

Enrollment: 1954004051

Dear Janki ,

Subject: Appointment Letter for the Position of Lab Technician

We are pleased to inform you that you have been selected for the position of **Lab Technician**. Your academic background and skills have impressed us, and we are confident that you will be a valuable addition to our team.

Position: Lab Technician

Department: BSc

Joining Date: 20 Feb, 2024

Salary Package: ₹1.44Lac per annum

Terms and Conditions:

1. **Probation Period:** You will be on probation for a period of six months from the date of joining. Your performance will be reviewed at the end of this period.
2. **Working Hours:** You are expected to work from 9:00 AM to 5:00 PM, Monday to Friday. Any changes to this schedule will be communicated to you in advance.
3. **Duties and Responsibilities:** As a Lab Technician, your primary responsibilities will include preparing and maintaining laboratory equipment, conducting experiments, and ensuring the accuracy of test results. Detailed job responsibilities will be provided to you upon joining.
4. **Benefits:** You will be entitled to benefits such as health insurance, paid leave, and other perks as per the university's policies.

Please sign and return a copy of this letter as a token of your acceptance of the terms and conditions mentioned above.

We look forward to welcoming you to our team and wish you a successful career with us.

Regards,

HR-Manager


Training and Placement Cell

PATEL ARYA JAGDISHBHAI

Enrollment no: 1954004055

Subject: Appointment Letter for the Position of Lab Technician

Dear Arya,

We are pleased to offer you the position of Lab Technician at Salvus Pathlabs. After careful consideration of your qualifications, skills, and experience, we are confident that you will be a valuable addition to our team.

Position: Lab Technician

Department: Lab

Joining Date: 28 March,2024

Salary Package:

Your starting salary will be INR 16,000/- per month, which will be paid on a monthly basis. In addition, you will be entitled to the following benefits:

- Health insurance
- Provident fund
- Transportation allowance
- [Any other benefits]

Job Responsibilities:

- Receiving, labeling, and analyzing samples (blood, toxic, tissues, etc.)
- Designing and performing laboratory tests according to procedures
- Recording accurate data and results
- Maintaining laboratory equipment and ensuring safety guidelines are followed

Please confirm your acceptance of this offer by signing and returning a copy of this letter by 10 March,2024. We look forward to welcoming you to our team and are excited about the contributions you will make to Salvus Pathlabs.

If you have any questions or need further information, please feel free to contact us at Head Office.

Thank you and congratulations!



**OFFER LETTER**

Date: 22/04/2024

PRAJAPATI RUCHA
Swarnim Startup & Innovation University,
Gujarat

Dear Rucha,

On behalf of SPR HUMAN CAPITAL SOLUTIONS, we are pleased to offer you the position of “Engineer”– in SPR Human Capital Solutions. You have to report to HR with an anticipated after completion of your academic year (One Month training period). You will have various responsibilities regarding the Company’s activities and businesses, as management of the Company determines from time to time.

Salary will be Rs 18,500-21,500/Month (includes TA+HRA+PF+ESI) (Vary based on your position) after Successful completion of Training Period. You will be entitled to leave, holidays, benefits, and other allowances as applicable to your category of employees and location of posting, in accordance with the rules of the Company.

Code of Conduct:

The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.

You shall maintain and keep in your safe custody such as Measuring instruments, Safety Equipment’s and other assets that may be issued to you or may come in your possession and shall return the same when required in good condition.

You shall be solely responsible for any issues that may arise between you and your previous employer with regard to your previous employment and the Company /any of its personnel are not responsible for the same.

Termination:

- a) Probation period will be 3 months, during this period if company feels unsatisfactory with your work and behavior. Company reserves the right to terminate without prior notice.
- b) Your services are liable to be terminated, if you are medically unfit to carry out your duties.
- c) The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances.
- d) You fail to abide to instructions from your superiors, unauthorized absence, disloyalty, misconduct, non-performance and if any disciplinary action is taken against you.



Training and Placement Cell

SPR

Human Capital Solutions



Please note that you are governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you. We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association. We wish you all the best in your career.

NOTE: THIS OFFER LETTER IS VALID IF YOU QUALIFIED IN MEDICAL TEST ONLY.

If you have any query, please do not hesitate to call.

Please mail or fax your signed copy to the attention of Human Resources at the address on the offer letter.

Yours sincerely,

M.Jyoshna
Human Resources

Declaration

I have read, understood and have been explained in detail the above terms and conditions of employment and am accepting the same. I agree to abide by the terms and conditions of employment.

Agreed and Accepted:

Signature
Date

Training and Placement Cell

Offer Letter

27th September, 2024

To,
Mr. Dabbiwala Mohammed Abrar

Dear Dabbiwala Mohammed Abrar

This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Strategic Sales Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Officer".

Find below compensation details:

During the first month (including training) you would be paid remuneration of **Rs.25,000/-pm**. If target of first month is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from second month and arrears of the first month will also be paid to you.

If in case you fail to achieve the target for first month, then extension of one more month will be given at a remuneration of **25,000/-pm**.

Particulars		(Amount in Rupees.)	
		Per Month	Per Annum
Basic Salary	:	16,000	1,92,000
House Rent Allowance	:	8,000	96,000
Transport Reimbursement	:	1,600	19,200
Telephone Reimbursement	:	500	6,000
Statutory Bonus (Paid Monthly)	:	1,400	16,800
Special Allowance	:	12,500	1,50,000
Total		40,000	4,80,000
Daily Travel Reimbursement	:	3,000	36,000
Performance Incentive (Payable based on the achievement of Monthly targets)	:	10,000	1,20,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	:	2,000	24,000
CTC: Six Lakh Sixty Thousand only p.a.	:	55,000	6,60,000

Regards,
Jaro Education



Sushant Mallya
General Manager – Human Resource


Training and Placement Cell

I agree to the above terms & conditions_____Dated_____

Offer/HR/HSCL/OL 2492

April 30, 2024

Mr. Yash Kashyab

Subject: Offer Letter

Dear Mr. Yash,

This is with reference to your application and our discussions regarding career opportunities with us. We are pleased to confirm your selection for the position of **“Business Development Executive”**. You shall be based at Jhagadia.

We are pleased to offer you a total compensation (CTC) of **INR 4,00,000/- per annum**.

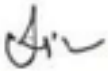
This offer of employment with the company is subject to your satisfactory antecedent verification & reference checks and pre-medical test. You will be on probation for a period of 6 months.

The detailed appointment letter and compensation break-up will be issued on the date of joining.

We look forward to your joining on or before **May 24 , 2024**.

With Best Wishes,

For Hindusthan Speciality Chemicals Limited,



(Authorised Signatory)


Training and Placement Cell

Offer/HR/HSCL/OL 2493

April 30, 2024

Mr. Soni Parthiv Girishbhai

Subject: Offer Letter

Dear Mr. Parthiv,

This is with reference to your application and our discussions regarding career opportunities with us. We are pleased to confirm your selection for the position of **“Business Development Executive”**. You shall be based at Jhagadia.

We are pleased to offer you a total compensation (CTC) of **INR 4,00,000/- per annum**.

This offer of employment with the company is subject to your satisfactory antecedent verification & reference checks and pre-medical test. You will be on probation for a period of 6 months.

The detailed appointment letter and compensation break-up will be issued on the date of joining.

We look forward to your joining on or before **May 24 , 2024**.

With Best Wishes,

For Hindusthan Speciality Chemicals Limited,


(Authorised Signatory)


Training and Placement Cell