

Offer Letter

29th October 2018

Dear Sachin,

Subsequent to your interview and discussions with us, we are pleased to offer you a full time employment with us as '**PHP Developer**'. Your employment with us will begin upon your joining us on **15th November 2018**. You will have to confirm your exact date of joining within 3 days from the date of receipt of this offer.

Your employment terms with us are elaborated below:

Statutory deductions: From your compensation, suitable deductions like state profession tax, income tax, employee contribution to provident fund etc, as required under various statutes would be made and the net salary would be paid to you.

Reporting: You would report to **Tarun Nagar** on the progress made by you on the scope of work allocated to you, on a daily basis as mentioned above.

Probation: All newly hired employees are subject to a probationary period of 1 month during which time your manager will assess your work performance. During this period if your performance is not satisfactory, the company reserves the right to dismiss you without notice or compensation other than what has been earned to date. During probation either party may terminate the employment relationship by providing one (1) week's written notice.

Service rule: Except in the case of absence by reason of ill health, incapacity, accident or approved leave, the Employee shall devote the whole of their time, attention and abilities during the hours they are present at work and such other hours as are necessary to perform their duties in a satisfactory manner, exclusively to the business of the company and its related corporations.

Annual salary increment: The employee's compensation will be subject to a periodic review in accordance with ordinary company practice. The annual increment would be done at the end of completion of 12 months of continued employment and so on, every year.

Notice period: 60 days notice / 60 days pay in lieu of notice period from each side is a must for any kind of separation.

Leave and other policies: Leaves and other policies that govern your employment would be as per our internal regulations. We have total 12 leaves per annum which is 1 leave each month.

Policies and Procedures: The Employee undertakes to observe and comply with the Employer's lawful directions, orders, instructions, and policies (as varied from time to time) of the Employer. These policies can apply and may be varied without displacing the terms and conditions of this letter of appointment.

Office equipments and assets: The Company might entrust you with office equipments such as Laptop etc for the purpose of executing your official responsibilities. You shall duly acknowledge the receipt of the same and maintain/preserve such equipments without causing any loss, damage etc to the same. You shall return the same, whenever called for.

Non transferable: Your rights and obligations under this agreement shall not be transferable by assignment or otherwise, and any purported assignment, transfer or delegation thereof shall be void

Confidentiality and non-disclosure agreement: You will be subject to the Company's confidentiality and non-disclosure agreement.

Non-competition and non-solicitation agreement: You will be subject to the Company's noncompetition and non-solicitation agreement. You are requested to signify your acceptance of the terms and conditions of engagement by signing and returning us the offer letter.

For Dev Technosys Pvt. Ltd.

Authorized Signatory

I certify that all information provided by me during the recruitment process is accurate and correct. Any material omission, withholding, or misrepresentation with respect to this information will be cause for immediate termination of employment. I have read this offer letter and attached annexure, and have understood all the terms & conditions mentioned therein, and I hereby accept and agree to abide by them, in full faith

Accepted By:

Sign:

Name:

Date:

