

25-Nov-2019

Amresh V S
40, G S V Garden
Behind Anugraha Garden
Kalangal
Coimbatore - 641402

Letter of Appointment

Dear **Mr. Amresh**,

With reference to your interview and subsequent discussions you had with us, we are pleased to appoint you, as **Digital Analyst** in **AciesInd Private Limited** (the 'Company') on the following terms and conditions:

You will be on probation for a period of 3 (three) months from the date of joining. After successful completion of all the requirements during your probation period, you will be confirmed of your services in writing.

Commencement of employment:

Your employment will be effective, as of _____.

Job Description:

Your role will encompass understanding of requirements and scope of the project, in other words understand the true nature of the problem we are solving, evaluate customer needs/issues, analyse business processes, assist in evaluating alternatives, and determine appropriate solutions, work independently, coding, write test plans, test scenarios, and test cases.

Salary:

Your salary and other benefits will be as in Annexure 1.

Work Location:

You will be posted at Chennai, Tamil Nadu. You may however be required to work at any place of business which the Company has, or may later acquire.

Hours of Work:

You will observe the working hours as observed at our Chennai office

Leave/Holidays:

You will be entitled to leave and holidays as followed in Chennai office

Employment Requirements:

You will have to provide sufficient proof of your education qualification and work experience as indicated by you in your resume.

You will be required to work with **AciesInd Private Limited** for a minimum period of **24 (twenty-four)** months from the date of joining. After 24 (**twenty-four**) months of service, at any point in time, if you wish to resign from the services with (the 'Company') you should provide a minimum notice of **3 (three)** months from the date of resignation.

Company property:

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

Termination:

The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and confidential information, in your possession or under your control relating to your employment or to clients' business affairs.

Confidential Information:

During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other confidential information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment.

This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such confidential information

You shall not, whether during your employment with the company, or after termination of your employment, for any reason, directly or indirectly, disclose, use for yourself or use for or disclose to any person/entity any confidential information other than for the benefit of company and in the course of performing your duties and responsibilities.

Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

Applicability of Company Policy:

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

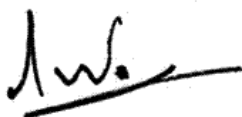
Governing Law/Jurisdiction:

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of India only.

Please confirm your acceptance of this Letter of Employment by signing and returning the duplicate copy.

We welcome you and look forward to working with you.

Yours Sincerely,



Nandakumar Rajasekheren
Chief Delivery Officer

Annexure 1

Salary Components	Amount (Rs)
Basic	16,667
HRA	8,334
Special Allowance	11,616
Conveyance	1,600
Education	200
Medical	1,250
LTA	0
Food Allowance	0
Telephone	0
Books	0
Variable	0
Gross Salary	39,667
Employer PF	2,000
Employer ESI	0
Monthly CTC	41,667
Annual CTC	5,00,004

Note: You will receive salary, and all other benefits forming part of your remuneration subject to, and after, deduction of tax at source in accordance with applicable law.