

**Date : 14/03/2022**

**Name : Raju Kumar**

With reference to your application and subsequent discussion, it gives us immense pleasure to offer you an appointment in AADRIKA ENTERPRISES. For the position of.....

**Assistant Team Leader**

1.You are requested to join on 14/03/2022 the offer stands withdrawn thereafter, unless the date is extended and communicate to you in writing.

2.You will be in probation period for 3 months from the date of joining. The probation

period may be extended unless you are given a permanent position in writing.

3.You shall be remunerated with INR 18,000/- per month. The structure & other statutory deductions / additions shall be as per Law & company policy.

4.Please sign in the duplicate copy of this letter (duplicate copy enclosed) on the sheets at the bottom on the left corner, and return to the Human Resource Department at our Corporate Office in Ranchi within Seven days from letter issue date.

**Note:**

1.You shall be provided with the “Appointment Letter” along with signing of “Employee Agreement” at the time of your joining.

2.Security deposit if any

**For ASST.TEAM LEADER (Jamshedpur)**

**.Salary Structure and Targets for Assistant Team Leaders. / Revenue collection**

**Agents.**

Salary of ATL: INR 18,000/- per month. Condition: 50% fixed and 50% variable.

Performance and target of the asst. team leader depends on the performance of the team

which he/she leads.

Example: If a asst. team leader leads a team of 10 TC, monthly target of the ATL shall be 375

x 10 = 3750.

*If the minimum 60% of the given target is achieved, salary to be released shall be 9,000/-*

*If => 61% and <70% of the given target is achieved, salary to be released shall be 11,000/-*

*If => 71% and <80% of the given target is achieved, salary to be released shall be 13,000/-*

*If => 81% and <90% of the given target is achieved, salary to be released shall be 15,000/-*

*If => 91% and <100% of the given target is achieved, salary to be released shall be 18,000/-*

*If 100% or more achieved, additional incentive/bonus of 10,000/- shall be awarded.*

**NOTE:**

1.ATLs and TLs shall be entitled for monthly travel allowance/fuel charges of INR

1000/- each.

2.Security deposit if any

Submitted and signed at Ranchi on this date\_\_\_\_\_th day of\_\_\_\_\_,22 that

contents stated herein above are true and correct to the best of my knowledge and belief. It

conceals nothing and no part of the same is false.

**Enclosures:** PAN Card, Aadhar Card and Bank's Account No and DD.

In witness where of the indemnifiers have here up to put their respective signatures the day  
and year first above written.

1.Witness:

Address:

**Signature**

2.Witness:

Address: