



Genboot Private Limited

Ref No. - Genboot/AL/ GE- 154

Date: 1-4-2025

Employment Confirmation letter

Name: Beant Kaur

D/O : Baldev Singh
House no 425, Krishna
Colony , Jagadhari ,
Yamuna Nagar ,
Haryana – 135001

Dear Beant,

We would like to take this opportunity to thank you for your commitment and contribution to **Genboot**. You are now being appointed as **Software Engineer I** and you will report to **Mr. Kanwal Preet Singh** on the following terms and conditions:

1. (a) Your total annual Remuneration is Rs 2,64,000/- (**Two Lakh Sixty-Four Thousand Only**) effective from 1-4-2025. After six month your performance will be evaluated and your CTC may be revised. The breakup of remuneration is as per Annexure A.
- (b) In the performance of your duties, you shall take instructions from and comply with the requirements of your superiors appointed by the company from time to time. In addition, you shall be subject to and comply with the policies of the company and rules of employment from time to time as promulgated by the company. You shall comply with lawful directions and management of employees of the company nominated by the company from time to time in that regard. The company shall have absolute discretion to make changes in your responsibilities based on the needs of the company.
2. (a) Please note that the salary structure of the company may be altered/modified at any time without prior notice and your remuneration package may accordingly be altered/modified from time to time. Further, salary, allowances and all other Payments/benefits will be governed by the company's rules as well as statutory provisions in force from time to time and subject to appropriate taxes at source.
- (b) Please also note that your remuneration package is confidential between you and the company and should not be discussed with anyone.

Signature of Employee

Genboot Private Limited, The Atrium at Quark city, Zone-A, Lower Ground Floor, Plot No: A-45, Phase:VIII-B,
Mohali, Punjab – 160059. Tel: +91-9690498904

www.genboot.com



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3. You shall not divulge, communicate or pass on any information regarding the company, its business, customers' work practices and security practices to any outsider or any external vendor or contractor employed by the Company.

4. It is clearly understood that Genboot shall not be responsible for any liability or damages to which an employee may have become liable in the course of any previous employment or on cessation of such previous employment.

5. You are required by the company's rules not to undertake any employment, occupation, consulting or other business activity related to business of the company anywhere else, even on part-time basis whether for any consideration or not and you shall not be involved or engaged in any other activities that conflict with your obligation to the company. Any contravention to this will lead to your termination of the service from the company without any notice, with no liabilities on the part of the company for payment of any compensation in lieu of any requirement of notice. Further, such contravention will be deemed as voluntary termination/resignation by you from your service without the required notice having been given.

6. Your services are transferable at short notice, to any department or any group company. The working hours that are applicable to you will be the same as are observed depending upon your place of posting and as amended from time to time. Further you should be prepared to work on any shift as may be warranted by the company's/client's work requirements.

7. This offer of Appointment is being made to you with the express understanding that all credentials and testimonials and other particulars submitted or disclosed by you in your application and during the other processes of your Appointment, are true and correct. Should it come to the notice of the Company that the disclosures are partial, incomplete or incorrect, the Company reserves the right to withdraw the Letter of Appointment and initiate termination proceedings forthwith.

8. Further your appointment and continuation of service is subject to your Medical Fitness. The company reserves the right to terminate your services, should illness or accident result in continued absence from work or incapacitates you in fulfilling your duties and responsibilities.

Signature of Employee



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9.If you absent yourself without leave or remain absent beyond period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless

- Return to work within 8 days of commencement of such absence OR
- Give an explanation to the satisfaction of the company regarding such absence.

10. The rules of the company governing all the matters specified above, including matters such as designation, working hours etc. are subject to change without any prior notice.

11. You will be governed by the company's rules and regulations(as well as practices) as enforced from time to time in respect of matters not covered by this letter of appointment. Company's decision on all such matters shall be final and binding on you.

12. Not with standing anything stated above, your services are liable to be terminated by the Company without assigning any reason, by giving you 60 days' Notice or salary in lieu of such Notice. Likewise, you may resign from the services of the Company by giving 60 days' notice or salary in lieu of Notice. In case the employee intends to resign it will be the prerogative of the company to relieve the resigned employee before the completion of the notice period.

13. **Service Terms:** Unless earlier terminated pursuant to the terms and provisions of this agreement, this agreement shall have a term (The "Term") of one year following the date here of. You shall not be entitled to resign for a period of one year. Any violation of this clause will result in payment of Rupees One Lakh (Rs. 1,00,000/-). The company will not entertain any reference check inquiries made in future regarding the concerned person.

Signature of Employee



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14. Upon termination of your employment, you will return to the company all assets, documents or any other articles and or copies thereof belonging to the company, which may at the time be in your possession or within your control.

15. In terms and conditions offered here in are acceptable to you, please return acceptance copy (attached) to Manager-HR, duly affixing your full signature on the last page and initials on the remaining pages.

We welcome you to the Genboot family and wish you a successful career with us.

For Genboot Pvt. Ltd.

I have read and understood the terms and conditions and I agree to accept and accept the same

Signature of Employee



Annexure (A)

**** CTC Breakup**

Name	Beant Kaur
Designation	Software Engineer I
CTC	2,64,000.00 Per Annum

Monthly Earnings	Amount (Indian Rupee (INR))	Annualized Amount (Indian Rupee (INR))
Basic Pay	10,000	1,20,000
HRA	4,000	48,000
Executive Allowance	8,000	96,000
Total	22,000	2,64,000

Signature of Employee