



**PAARSH INFOTECH PVT.LTD.**  
*Dream for it, work for it...*

**TO WHOM IT MAY CONCERN**  
**OFFER LETTER**

**DATE: 19th March 2024.**

**DEAR..., AKSHAY LASURE**

**Subject: Appointment for the post of "WEB DEVELOPER"**

**Congratulations!**

This is concerning your application and the subsequent interviews you have Had with us; we are delighted to extend this appointment of service for the position of **"Web Developer"** With **PAARSH INFOTECH PVT.LTD.** It is based at the **Nashik** location.

As previously discussed and agreed upon, your monthly variable payout is **21000/- as previously stated, to earn your payout, you must meet your monthly project work commitment target.** By your work in the company, you will receive a detailed letter outlining the terms and conditions of your service soon.

**We request you to please furnish a hard copy of the following documents on the first day of joining.**

You need to join Day Worth on **10/07/2024.** If you fail to join our organization on the stipulated date, your appointment will automatically be withdrawn.

Please send us your Confirmation of acceptance within 24 hours indicating your acceptance to join us and agreeing to our terms and conditions discussed.

We trust that your knowledge, skills, and experience will be among our most valuable assets. We welcome you to **PAARSH INFOTECH PVT LTD.** and wish you all the luck for a bright career with us below are the terms on which your employment is being considered final;

**OFFICE: 01 Bhakti Apartment, Near Hotel Rasoi, Suchita Nagar, Mumbai Naka Nashik- 422009**

**Email: paarshinfotech@gmail.com Contact - 9075201035**



# PAARSH INFOTECH PVT.LTD.

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## 1. Commencement of Employment

- Your employment will be affected, as of **10<sup>th</sup> July 2024**

## 2. Job title

- Your job title will be “Web Developer” and you will report to Mr. Harshal Khairnar the COO of the Company.

## 3. Salary

- Your salary and other benefits will be as set out in Schedule 1, hereto

## 4. Place of Joining

- You will be posted at Nashik. You may however be required to work at any place of business which the company has, or may later require.

## 5. Hours of work

- The normal working days are Monday through Saturday. You will be required to work such hours as necessary to properly discharge your duties to the Company. The normal working hours are from 9:45 AM to 6:30 PM and you are expected to work not less than 50 hours each week, and if necessary for additional hours depending on your responsibilities.

## 6. Leave/Holidays

- 6.1 You are entitled to a casual leave of 15 days.
- 6.2 You are entitled to 20 working days of paid sick leave.
- 6.3 The Company shall notify a list of declared holidays at the beginning of each year.

## 7. Nature of Duties

- You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time.

## 8. Company Properties

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

## 9. Borrowing/accepting gifts

- You will not borrow or accept any money, gift, reward, or compensation for your gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

## 10. Termination Letter

- Your appointment can be terminated by the Company, without any reason, by giving you not less than 30 Days months prior in writing or salary in lieu thereof, for this clause, salary shall mean basic salary.
- You may terminate your employment with the Company, without any cause, by giving no less than 1 month's prior notice or salary for the unsaved period, left after adjustment of pending leaves, as on date.
- 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 sample, literature, contract, records, lists, drawings, blueprint, letters notes, data and the like; and Confidential

information, in your, in your possession or under control relating to your employment or clients' business affairs.

**11. Confidential Information**

- During your employment with the company you will devote your whole time, attention, and skills 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 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 learned 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 and, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.
- At no time, will you remove any Confidential Information from the office without permission.
- Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.
- Breach of the conditions of this clause will render you liable to summary dismissal under the clause above in addition to any other remedy the Company may have against you in law.

**12. Notice**

- Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

**13. Applicability of Company policy**

- The Company shall be entitled to make policy declarations from time to time of 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.

**14. Governing Law/Jurisdiction**

- Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Mumbai High Court Maharashtra only.

**15. Acceptance of our offer**

- Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.
- We welcome you and look forward to receiving your acceptance and to working with you.

Thank you, yoursincerely,



**Received & Accepted by**

**Authorized**

**Director**

**Mr. Tushar Pagare**

**OFFICE: 01 Bhakti Apartment, Near Hotel Rasoi, Suchita Nagar, Mumbai Naka Nashik- 422009**

**Email: paarshinfotech@gmail.com Contact – 9075201035**