



ION Trading India Private Limited
4th – 6th Floor, Building 2
Infospace, Plot 2, Block B
Sector – 62, Noida-201309
Uttar Pradesh, India

Telephone: +91 120 4628 400
Fax: +91-120-4628444

Arpit Garg
Delhi Technological University

20 November 2023

Offer of Employment

Dear Arpit,

It is my great pleasure to offer you a full-time position in ION Trading India Private Limited's Development Department starting 15 January 2024. This letter sets out the terms of ION's offer.

Your annual base salary will be Rs 1,200,000 payable monthly in arrears. You will be eligible to be considered for a salary review and discretionary bonus, at year-end, commencing 2024.

In addition, you will receive a relocation bonus of up to Rs 100,000 against evidence/receipts. The relocation bonus will be repayable in full to ION if you decide to leave ION within 15 months following the commencement of your employment.

Your normal place of work will be at our office in Noida.

ION provides 23 days paid annual leave plus 10 bank holidays. Our annual leave year runs from January to December.

This offer is conditioned on your provision of evidence of your right to work in India, evidence of your qualifications, and satisfactory references. It is also conditioned on your signature of ION's non-disclosure and non-compete agreement and contract of employment incorporating the terms of this letter.

By counter-signing this letter, you agree to the sharing of your personal information with a third party for the purposes of a pre-employment background check. The background check is for the purposes of verifying the following: education qualifications, employment history, criminal, credit and database background. This offer is subject to you passing the pre-employment background check.

Your continued employment with ION is contingent upon the satisfactory completion of a six-month probationary period. Following your successful completion of the probationary period, the written notice required to be given by either ION or you to terminate your employment will be eight weeks up to three years completed service and twelve weeks thereafter.

Registered Office:
A-136, Defence Colony, New Delhi – 110024
INDIA

CIN: U72200DL2003PTC121780
Email: ionindiainfo@iontrading.com

In order to accept our offer, sign the enclosed copy of this letter and return it to me by 27 November 2023. Please also provide the names and addresses of two referees whom we can contact.

All of us at ION are looking forward to working with you.

Yours sincerely,



Sanjay Kumar Chikara
Director



Accepted by: Date: ...23/11/2023.....
Arpit Garg

You are requested to bring the following documents along with you on the first day of your employment:

1. Five passport sized photographs;
2. Relieving letter from all your previous organizations;
3. Photocopies of the certificates of your qualifications;
4. Proof of date of birth;
5. Salary proof (Salary slip/Form 16/Appointment letter);
6. Photocopy of your passport, if available; and
7. Copy of Income Tax PAN Card;
8. Copy of Aadhar card.