

SIXTH FORCE SOLUTIONS PVT LTD  
CIN: U72900TN2013PTC094311  
GSTN: 33AAUCS0445C1ZI  
PAN: AAUCS0445C

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## Offer Letter

**PL/HR/OL/061**

**March 20<sup>th</sup>, 2023**

Mr. Maheshwaran Veerakumar,  
No. 123/3, South Street,  
Markampatti, Dindigul,  
Tamilnadu- 624712.

***Dear Maheshwaran,***

This refers to your application for employment with ***Sixth Force Solutions Pvt Ltd.***, and after your subsequent Interview for the same, we are pleased to offer you as ***Software Engineer Trainee-Front End*** at Chennai location.

### ***Remuneration***

You will be in probation for ***16 months*** and will be confirmed based upon your performance. Your CTC on joining is ***1,80,000/- INR (Rupees One Lakh Eighty Thousand only/-)*** paid in accordance with the Company's payroll procedures. The structure of your compensation may be altered / changed from time to time based on your performance.

### **This offer of appointment is subject to the following:**

- Your sending confirmation of acceptance to this offer within 3 days.
- You shall be entitled to join on or before the date of joining that you are going to mention on the last page of the offer letter.
- Submitting the relieving document from your present employer, certificates & other testimonials at the time of joining.
- Your character antecedents / references checks being found satisfactory in all respects.

## **Annexure-I**

### **Conflict of Interests**

It is an express condition that shall not, without express permission, undertake or be connected any other business, part time or other work or public office on payment or otherwise on your own or on behalf of anyone else, in the event of breach of this condition you will be liable for termination of your services with immediate effect.

### **Confidentiality**

You will be required to execute an undertaking to abide by the codes of Confidentiality Agreement & Code of Conduct of the company and Group governing employee behaviour. In the event of a breach on your part, you will be liable for termination of your service with immediate effect.

### **Policies**

You will be bound by rules and regulations enforced by the management from time to time in relation to conduct, discipline, medical leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders in the part of these terms of employment. Unless excluded, you will abide by and be governed by the settlement and awards in operation and inexistence.

### **Exclusivity of Services**

You are appointed on the basis of the representation made or facts disclosed in your application for appointment. In case of any fact or representation is found to be wrong or considered to be cancelled, it shall invalidate the appointment and shall deem to be automatically cancelled. Terms of this offer are strictly confidential between you and the company, and any breach of this confidence will be viewed with utmost seriousness.

### **Termination of Employment**

Either party can terminate this employment by serving a notice of Two months. In the probation period Employer has a right to terminate your service without any compensation and Notice Period. The company may at its absolute discretion make a payment representing salary (Basic) in lieu of notice of termination. Leaves taken during probation period and notice period will be a loss of pay (LOP) and will lead to extension of the probation and notice period by the number of leave days.

## **Other Benefits**

### **a. Holidays**

The Company observes 08 Days as Sick Leave/ Year which will be credited based on your joining date as per company policy.

### **b. Maternity Leave**


A female employee who has completed 1 year of service with the company is eligible for three months' maternity leave at full pay. In addition, she may take further three months unpaid maternity leave, if approved by her reporting manager.

### **c. Paternity Leave**

A male employee who has completed 1 year of service with less than two surviving children, may be granted Paternity Leave for a period of 2 weeks, during the confinement of his wife for childbirth, i.e., up to one week before, and up to one week from the date of delivery of the child.

### **d. Work Hours**

You are required to serve a minimum of 8 hours at work every day excluding Lunch Break starting from Monday to Friday (excluding breaks and other activities). Work time is flexible based on your Business Unit needs. Employee working during the Weekend's or holidays shall be eligible for Comp-Off as approved by your reporting manager.



Annexure II		
Name	Maheshwaran Veerakumar	
Designation	Software Engineer Trainee-Front End	
Description	Annum	Monthly
Basic	90000	7500
HRA	36000	3000
Conveyance	19200	1600
Medical Allowance	15000	1250
Special Allowance	19800	1650
CTC	180000	15000
Gross Per Month		15000

**Acceptance**

We look forward for a long and successful association with you.

We welcome you to our organization and trust that you will enjoy working here and in contributing to the growth and prosperity of the company.

If the terms and conditions stated in the offer are acceptable, please sign the duplicate copy of this letter as a token of your acceptance and return it to us indicating therein your proposed date of joining.

I hereby declare that I have read understood and accept the offer extended to me and confirm to join the organization.

Candidate Signature: *V. Maheshwaran*

Name:

Date of Signature: 31/03/23