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Date: 15th October, 2022

To: Ankita Mangal

Congratulations **Ankita Mangal** on being selected as a core team member at Digital Suncity.

We are inviting you to be a part of our team starting from **1st November 2022**

I. Roles and Responsibilities

Job title

Your title will be **Front End Developer**, and you will report to the Company's CEO.

Working schedule

This is a full-time job with timings 10:30 AM to 6:30 PM. Adjustments can be made based on season, and availability/work.

Employment Relationship

Employment with the Company is for no specific period of time. Your employment with the Company will be "at will," meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause. In any such case, you must give a notice of **15 days**. Any contrary representations that may have been made to you are superseded by this letter of agreement. This is the full and complete agreement between you and the Company on this term. Although your job duties, title, compensation, and benefits, as well as the Company's personnel policies and procedures, may change from time to time, the "at-will" nature of your employment may only be changed in an express written agreement signed by you and a duly authorized officer of the Company (other than you.)

II. Cash Compensation

Salary

The Company will pay you a salary of **20,000/- INR per month** including all expenses, payable in accordance with the Company's standard monthly payroll schedule.

III. Privacy and Confidentiality Agreements

Privacy Agreement

You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to, and dissemination of employee personal information will be in accordance with privacy legislation. You will never disclose company's trade secrets and accounts to any third party within or after the job.

Conflict of Interest policy

While you are employed at this Company, you will not engage in any other employment, consulting or other business activity (whether full-time or part-time) that would create a conflict of interest with the Company. By signing this letter of agreement, you confirm that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company.

IV. Termination Conditions

The Company reserves the right to terminate the employment of any employee for just cause at any time without notice and without payment in lieu of notice. The Company will be entitled to terminate your employment for any reason other than for just cause, upon providing to you such minimum notice as required by law.

Issued By:

Harshit Bhootra
Founder, Digital Suncity