

BKM GLOBAL PVT LTD

OFFER LETTER

Registered Office: No. 408, 1st C Cross, Koramangala VI Block, Bangalore – 560095,
Website : www.bkmglobal.in , Email : support@bkmglobal.in

Date: zzz

Candidate Name: ddd

Designation: dfd

Email: murali701081@gmail.com

Phone: 3343

Subject: Offer of Employment at **BKM GLOBAL PVT LTD**

Dear mmm,

We are pleased to offer you the position of dfd at **BKM GLOBAL PVT LTD**.

We are thrilled to welcome you to our team and believe you will make a significant contribution to our mission. At **BKM GLOBAL**, we pride ourselves on hiring passionate, talented individuals who drive our collective success.

Your appointment will be governed by the terms and conditions specified in Annexure A of this letter. Please read through the annexure carefully. A signed copy of this offer letter will serve as your formal acceptance of the terms.

We are excited to have you on board and look forward to working with you. Should you need any clarification or assistance, please do not hesitate to reach out to us.

Congratulations and welcome to **BKM GLOBAL!**

Warm regards,

mmm

HR Manager

BKM GLOBAL PVT LTD

Annexure A: Terms and Conditions of Employment

1. Position and Reporting: You will join as a : dfd, reporting to your designated Team Lead. Your duties must align with company policies.
2. Date of Joining: Your joining date is mmm. Full-time engagement with **BKM GLOBAL** is expected.
3. Work Location: You will be working from our Bangalore office with regular performance check-ins.
4. Confidentiality: All work belongs to **BKM GLOBAL**. Sharing or publicizing without permission is prohibited.
5. Data Security: Maintain strict confidentiality of all sensitive information. Breaches may result in termination.
6. Exit Policy: Return all company assets upon resignation/termination. Employment can be ended without compensation in cases of breach.
7. Non-Compete: You must not engage in other professional activities during your employment without prior consent.
8. Notice Period: A 30-day notice is required for resignation. Sudden exits may result in loss of benefits.
9. Conduct: Maintain professionalism and respect with all stakeholders.
10. Performance: Outstanding contributions will be recognized and rewarded.
11. Feedback Culture: Engage actively in giving and receiving feedback.
12. Work Ethic: Uphold integrity and passion—core values of **BKM GLOBAL**.
13. Compensation: Annual CTC is INR 5, subject to applicable deductions.

Declaration

I have read, understood, and accepted the terms and conditions stated in this Offer Letter and Annexure A. I accept the offer and agree to abide by the company policies and conditions of employment.

Date: _____

Name:

Signature: _____