

**Dear Ms. Afna Sherin P,**

Warm congratulations! We are thrilled to extend a formal offer for the position of **Jewellery Stylist at Zorucci, Kottakkal.**

**Overview:**

- |                 |  |
|-----------------|--|
| - Position      | : Jewellery Stylist                            |
| - Start Date    | : To be mutually agreed upon                   |
| - Reporting to  | : Store Manager                                |
| - Joining Date  | : On or before October 17 <sup>th</sup> , 2025 |
| - Basic Salary  | : 12000/-                                      |
| - Work Location | : Kottakkal.                                   |

Please find the detailed terms and conditions attached. Your prompt response by **17/10/2025** is appreciated.

If you have any questions or require further clarification, feel free to reach out to 7593838720.

We're excited about having you on board!

Best Regards,

HR MANAGER,

**ZORUCCI**

## **Summary of terms and conditions**

- You will be working on a probation period for 3 months. During this period, either party may terminate the employment without notice or with a shorter notice period of 7 days, based on performance, conduct, or suitability for the role.
- You are expected to strictly adhere to the respective store timing.
- You are not permitted to work in any other organization or take up freelancing during your employment with us.
- As and when it requires, you must be willing to travel within Kerala for training or operational purposes.
- A sum of Rs.4000 will be deducted from your first month's salary as a refundable security deposit, which will be returned upon the successful completion of employment.
- All data and information related to the store and company operations are confidential. Any breach, including the communication of misinformation or unauthorized sharing of internal matters, will lead to immediate termination and legal action.
- At the time of joining, you must submit a copy of your SSLC / Plus Two / Graduation / Post-Graduation certificate, Aadhaar, valid ID proof, and bank account details.
- If you didn't work at least 6 months, the company is entitled to charge the uniform provided.
- Uniform & Grooming Policy: During the training period, all staff must follow the grooming standards and wear black pants, black T-shirt, black shoes, and black socks. Official uniforms will be provided after successful completion of training and are mandatory thereafter.
- Post probation, you are expected to complete a minimum of 1 year of service. Early resignation may lead to recovery of costs for joining formalities, training, and uniforms.
- If you leave before completing 6 months, the company is entitled to recover the cost of uniforms issued to you.
- Upon confirmation, a 2-month notice period is required for resignation. Failure to serve the notice period may result in withholding of dues and potential legal action.
- Any act of misconduct, indiscipline, spreading of false information, or behavior damaging to the company's interests may result in immediate termination, especially during probation.

I have read and accept the above mentioned terms and conditions.

Signature,



+917593838720, 7593838714



rootmentsoffice@gmail.com

