

21th October 2015

Mr. Prasanth S.,
Chennai



Dear Prasanth,

Based on our discussions we are pleased to offer you the position of **"Sr. Web Developer"** in our Organization as per the following terms and conditions.

Grade	: Executive
Level	: Sr. Executive
Role	: Sr. Web Developer
Reporting to	: Team Lead
Date of joining	: 16 th November 2015

This offer is subject to the following terms and conditions:

Initially, you will be on probation for a period of six month from your date of joining.

During the probation period, your performance will be reviewed as per Company's HR policy and confirmation letter will be issued on the basis of recommendation from your reporting head. If no confirmation letter is issued on the end of six month Probation, it is presumed that you are still under probation. It is the sole discretion of the Company to extend your probation period beyond six months or not.

You shall report to the company office on the date prescribed in this offer letter subject to clearance of all reference checks. In case you fail to join the company by the scheduled date, you would be breaching the contract with the company, in which case you agree to pay liquidated damages equaling to one month CTC to the company. In case the company is not able to honor this contract, the company is liable to pay you one month CTC.

Your working hours are from 9.30 to 18.30; however you would be required to show flexibility in the same, depending upon business exigencies.

The notice of separation by either party will be Three weeks during probation period and Three months from the date of Confirmation. The resignation will neither be accepted nor entertained in the midst of any on-site/offshore Projects/assignments.

You are required to sign a Non Disclosure Agreement (Non Disclosure of Confidential Information and Non-Competing Agreement) as part of our rendering our Services to our Clients, within two days of joining. This Agreement is to protect the interests of the Organization by maintaining confidentiality of all information, which may be accessible to you during the course of your work. The information includes all kinds of documentation, printed or electronic, all kinds of software that are third party, company owned, or personally created.

Please bring along with you eight copies of your latest passport size photos, Relieving Letter from your existing Company, photocopy of the testimonials, Identification and Address Proof on the date of joining.

Please confirm your acceptance of offer by return mail.

Yours truly,
For **Xerago**

SD/-
Kishore Kumar R.
Head - HR

Xerago E-Biz Services Private Ltd.

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