

OFFER LETTER- Private and Confidential

To be Opened by Addressee only

Date: **Tuesday, December 24, 2024**

By email for E-Sign To,

Name: **Rishab Sharma**

Permanent Address: **V.P.O Badsala Tehsil and District Una , Badsala(187) ,Una,Himachal Pradesh-174303**

Per email: **rishab2110991157@gmail.com**

Dear **Rishab Sharma**,

Congratulations!

We are pleased to offer you the position of **Software Development Trainee under the Apprenticeship Program** with TestingXperts Pvt Ltd which is recognised as a 'Great Place to Work®'. Your training shall commence on **06 January 2025 ("Joining Date")** at **Chandigarh Location (Head office)**.

Your Apprenticeship with TestingXperts is contingent upon your acceptance of all the Terms and Conditions stated hereinafter in this Offer by **duly returning a signed copy to us within 48 hours by email** failing which it shall stand cancelled. You must treat the details of this offer with utmost confidentiality and must not discuss or disclose these to any third party under any circumstances.

1. You will need to sign Apprenticeship onboarding documents on the Joining Date specifying details of all the terms and conditions (T&C) including confidentiality, non-disclosure (NDA) clauses amongst others.
2. During your Apprenticeship Training Period, you shall be paid a stipend for an amount of INR 15,500 / - per month (Rupees Fifteen Thousand Five Hundred Rupees Only). After successful completion of your Six (6) months as an apprentice, you will be onboarded on Full-Time employment at an Annual Compensation ("CTC") of INR 4,40,000 / - per annum (Rupees Four Lakhs Forty Thousand Rupees Only) including Performance linked bonus of INR 40,000 (Forty Thousand Only).
 - a. Upon Successful completion of your Apprenticeship Program, you shall be required to complete your Employment onboarding process that will include but not limited to completion of Appointment letter and Employment Agreement. Company shall share the detailed salary break-up (CTC annexure) also. You agree that you may be required to sign additional documents related to a specific Client project that you may be aligned to upon during the course of your employment.
3. As part of Joining process, you shall be required to furnish and submit original and/or self-attested copies of documents for verification as requested from time to time by TestingXperts, including but not limited to PAN Card, Passport Copy, Education/Qualification degrees and marksheets, driving License and/or Aadhaar Card.
4. A 9(Nine) Hours working (including one hour break time) is considered as full day at office. TestingXperts follows a flexible work timing, and your manager may choose your work timings based on training needs anytime between 10:00AM to 9:00 PM (Indian Standard Time) to cover your nine hours in a day as a normal business timings. Sometimes certain training roles may also require shift working outside of normal business timings in order to fall into line with project trainings as per Overseas working hours from time to time. You shall be communicated about your change of timings as required.
5. This position requires 100% attendance from office.
6. You are entitled to Holidays and other benefits as per Company Policy.
7. You shall be subject to follow the policies & procedures prevalent in TestingXperts. Management reserves the right to modify, add, and delete any policy changes, as they may consider fit and you are responsible for adhering to all the changes.
8. Your performance will be reviewed periodically. It is required that you put in your best efforts and work diligently towards TestingXperts Vision and Objectives. In case you fail your training, Company will not be liable to further continue your training as an apprentice and neither onboard you on Employment. In case it is found that you have deliberately failed your training or left the training without formally informing the Company, this shall be handled under Disciplinary proceedings.

Signature Candidate: _____

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Doc No.: TXPL/FR/HR/003

Issue No.: 01

Issue Date: 03-Dec-2018

Rev. No.: 02

Date: 30-Nov-2023

Prepared by: MR

Approved by: CFO

Review Date: 10-Oct-2024



TestingXperts Private Limited

Registered Office: Site 13A, Rajiv Gandhi IT Park, Chandigarh – 160101 (INDIA)

Tel +91 (172) 470 1122 | Email info@testingxperts.com | Website www.testingxperts.com

CIN: U72900CH2018PTC042007 | PAN: AAGCT7745L | GSTIN 04AAGCT7745L1ZW

9. Depending on TestingXperts Business needs for passing certain background checks, Company reserves the right to initiate your verification/checks (BGV) before your joining and/or at any point of time of your association with the company, You will receive an email request for additional documentation required to complete this process.
 - a. When a Background check raises any concerns regarding any of the details furnished by you, the Company at its sole discretion shall ask you for further information, to substitute the details that you have earlier provided before initiating appropriate disciplinary action. Should it be contractually necessary to defer your Joining Date, you will not receive normal contractual pay or stipend during the deferment period.
10. While in apprenticeship and employment with TestingXperts, you agree not to take up any independent or individual position or assignment whether (i) full time or part time (ii) in an advisory capacity or otherwise, or (iii) as an honorary position or otherwise directly or indirectly, without the written consent of the Company.
11. You understand that your apprenticeship and employment is at will and confirm that you are not relying on any other information or promises that are not reflected in this letter. You also confirm and accept that you have no existing and/or prior and/or any other liabilities with your university or previous assignments and you shall solely be responsible to be liable for the same at any time hereafter.

Kindly report to work on the Joining Date as stated in this Offer letter, failure of which shall deem the offer cancelled.

If any of the terms or conditions of this Offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force. This Offer of Apprenticeship and future employment shall be governed by the laws of India, and you hereby agree to the exclusive jurisdiction of the courts in Chandigarh (India).

We once again thank you for your interest of joining TestingXperts which we believe shall be rewarding both professionally and personally.

Yours Sincerely,

For TestingXperts Private Limited,

Shail parashar

Shail parashar (Dec 24, 2024 19:19 GMT+5.5)

Human Resource, Shail Parashar (Vice President-HR)

I, Rishab Sharma ("Candidate"), agree to accept all the Terms and Conditions of this Offer letter and confirm to join on **06 January 2025**

Signature Date Place Aadhaar (last 4 digits)

Signature Candidate: _____

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