

**Honda Motorcycle & Scooter India Pvt.Ltd.**

**Date:**08/08/2019 **Joining Date: 12**/08/2019

**Contact person** –Mr Gaurav Sharma

**Mob.No**-8938003323

**Company Name: -** Honda Motorcycle & Scooter India Pvt. Ltd.

**Name: -** Mr. Dharmendra

1. **Designation:-** You will be designated “GET ”

2. **Place of posting:** You will be posted in **Manesar, (Gurgaon)**. However, at any time during the period of appointment, you will be liable to transfer in such other capacity that the company may determine to any other Department / Branch / Establishment or any other Company under the same management without adversely affecting your emoluments and general condition of service.  
3. **Remuneration:**

You will be entitled to the following remuneration per month, subject to the express condition of fulfillment of service conditions:

 Basic                 Rs.21700   
4. **Benefits:**

(i)**Provident fund:**

12.75% of the monthly basic salary will be contributed by the company towards your provident fund account. A matching deduction will be made from your salary as the employee’s contribution and shall be deposited as per the PF rule.

(ii)**Leave Travel Assistance:**

Rs.2000 per month Eligibility of your service. Minimum 4 days of earned leave to be taken to avail of the benefit.

(iii)**Medical Reimbursement**:

(For self & dependents) Rs.1.75% in basic salary. Per annum on production of doctor’s prescription and bills for medicine.  
5. As a executive you will be governed by the rules, regulations or statutes generally applicable to workmen hours. Weekly off, holidays, overtime, bonus and gratuity.  
6. **Probation:**

You will not be probation for a period of one year from the date of the joining service. Based on your performance and conduct. This period may be increased or decreased at sole discretion of the management and unless an order in writing is given to you, you shall be not be deemed to have confirmed.

7. **Separation:**

During probation or extended period(s) thereof, your service are liable to terminated without assigning any reason or payment in lieu thereof. Subsequent to confirmation, either side can terminated this contract by giving a notice of one month or payment of one month basic salary in lieu thereof.

8. **Retirement:**

You shall retrieve from the services of the company on attaining the age of 58 years on the basic of the age submitted by you, subject to your being medically and mentally fit.  
9. **Other Rules & Organization**:

You are expected to discharge the duties assigned to you from time to time with due diligence, integrity and responsibility to the entire satisfaction of the management and also maintain high standard of work expected of work expected of you by the company.  
Your appointed in the company is full time and you shall devote yourself exclusively to the business of the company. You will not engage yourself in any other gain full employment or business (part – time or full – time) as long as you are employed in the company. Any action contrary to this shall render your services liable for termination without any notice or payment in lieu thereof.  
You are required to deal with the company’s money, materials and document with utmost honesty. If at any time you are formed of moral turpitude or of any dishonesty in dealing with the company’s money, material and document, you shall render yourself liable for termination without any payment in lieu thereof.

