



TechnoJade

Trust the best, for your business!

Ashish Kumar Maurya
Ghazipur, UP

Dear Ashish,

As per your discussion with us, we are pleased to offer you a position of
Software Developer with TechnoJade Solutions Private Limited.

General Office Timings - 9:00 AM To 6:00 PM.
(Work timing may vary with respect to project timings).

General Working Days - Monday To Friday (5 working Days a Week).

Salary:

You will be paid CTC of **Rs. 60,000/- (Sixty Thousand)** . The Fixed Component will include the basic salary, house rent, and conveyance. To the extent to which you claim any of these allowances to be tax free, it will be your responsibility to ensure that all tax rules and regulations are followed. The breakup of your fixed salary structure is indicated in the following sheet.

Transferability:

Initially you are being posted at our Client office location Gurgaon(Haryana); however, your services may be transferred to any of our existing/future establishments or to our client locations in the country or abroad depending on the exigencies of the work.

Probation:

You will be on probation ["Probation Period"] for a period of Ninety (90) days from the Date of Joining. If during the Probation Period, your performance and conduct is not found satisfactory, the Company may in its absolute discretion be entitled to terminate your employment by giving a fifteen (15) days 'notice'. The same may however be extended if so deemed necessary by the Management.



+91 96508 77067



info@technojade.com
www.technojade.com



301, 3rd floor, iThum Tower-A,
Sector-62, Noida – 201301



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Notice of Termination:

During the probation period, company is free to terminate this employment therefore by giving notice of such intent for a period of fifteen (15) days. After your confirmation in regular employment of the Company, either party can terminate this employment by giving **60** days written notice. The Company shall not be liable to provide any advance notice of termination In case of termination is due to willful misconduct or non-performance or refusal to report for work in accordance with the Company's instructions.

Ordinarily, the Company requires that you serve the full (60) days 'notice prior to leaving the services. The Company reserves the right, to recover salary in lieu of notice period, to not to accept payment in lieu of the notice and/or paid leave and at its sole discretion enforce the notice period if it is in the interest of the business and current assignment being managed by you.

The Company reserves the right to change the terms and conditions of employment and its policies and procedures at any time.

Company will not provide any transport for coming to office.

Should you require further information or have any queries, please do not hesitate to contact HR.



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Please sign the copy of Offer Letter and return the same over email.

We look forward to your acceptance of our offer.

We wish you all the very best and look forward to working with you.

Sincerely,

Authorized Signatory

TechnoJade Solutions Pvt Ltd

Accepted By:

Ashish Kumar Maurya

Ashish Kumar Maurya



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BENEFITS

All the components will be disbursed on a monthly basis. Benefits comprises the following salary components.

House Rent Allowance

To avail tax benefit on this amount, you have to submit rent receipts at least once a quarter to the Finance department of your base branch.

The following documents are required to be produced at the time of joining:

1. Relieving letter from most recent employer if working anywhere.
2. Experience Certificate from all previous employers
3. Proof of Academic Qualification (Class 10th Equivalent and above):
 - 10th Std Mark list
 - 12th Std Mark list
 - Graduate / Degree Mark list
 - Graduate / Degree Certificate
 - Post-Graduation Mark list (if any) Passport (with ECNR stamp)
5. Proof of identity i.e. PAN card, driving license, Electoral card (for bank account opening purposes)
6. Photographs (3 copies)



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