

Ref: PF/i-/HR/15-16/1102
Date: November 02, 2015.

To
Mr. T Harsha Vardhan Reddy
Hyderabad.

Offer & Appointment Letter

Dear **Harsha Vardhan Reddy**

With reference to your application and subsequent interview, we have pleasure in appointing you as **“DevOps Engineer”** in our organization as per the terms and conditions mentioned hereunder.

You shall be appointed to the post of **“DevOps Engineer”**. Your joining date will be on or before **November 03, 2015**.

Your initial place of work shall be Hyderabad. However, your services are transferable to any other place or office of the company or any subsidiary or associate company, whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules being in force at that time.

The terms and conditions of your employment with Profound Infotech are set forth below and in the Annexes A & B, copies of which you will be required to sign prior to your employment with Profound Infotech.

As part of your employment, you would also have an opportunity to work on various assignments in and outside India at locations specified by Profound Infotech, which may include client sites or sites specified by Profound Infotech's clients.

1. You will receive a total compensation package of **Rs. 6,20,016 PA (Rupees Six Lakhs Twenty Thousand And Sixteen Only)**. The breakdown of compensation and benefits applicable to you is as per Annex B.
2. Your salary structure will include basic pay, house rent allowance, flexible benefits package, and variable pay benefits as detailed in Annex B.
3. You will be entitled for 26 days of vacation leave in accordance with the Profound Infotech's policy as applicable from time to time.
4. The Company reserves the right to terminate an employee at any time without assigning any reasons thereto. However, in such a case, notice period in accordance with Profound Infotech's separation policy will be applicable. The notice period applicable for separation from Profound Infotech's services is 90 days.
5. The first 6 months of your employment will be considered a probationary or settling-in period. The probationary period is meant for you and the Company to determine your suitability for employment confirmation. Your performance will be reviewed before the completion of your probationary period. Your probationary period may be extended for at least one (1) month or up to a maximum of three (3) months if the Company deems it necessary. Such extension, if required, will be made known to you in writing before the expiry of the probationary period. If, in an unlikely situation of Profound Infotech having to terminate your services during the probationary period, it will be done with a notice period of one month or the basic salary in lieu of one month's notice period.



PROFOUND INFOTECH

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6. You are required to devote yourself exclusively to the business of the Company and will not undertake any work for remuneration (part time or otherwise) with any other company during the period of your employment with Profound Infotech. This includes work in an advisory capacity or be interested directly or indirectly (except as share holders or debenture holders) in any other trade or business during your employment with Profound Infotech without express written permission.

7. During your employment with Profound Infotech, you shall be subject to, and have to abide by, the rules and regulations stipulated by Profound Infotech. Profound Infotech may, at its discretion, modify, from time to time, the benefits, rules and regulations, as it deems fit, without notice.

8. In all instances, Company policy and practice will comply with any applicable laws/ordinances.

If you have any questions concerning anything in this offer letter, please feel free to get in touch with your recruitment.

We are excited to have you join us and welcome you to the Profound Infotech family.

Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

Warm Regards,

For Profound Infotech.,



Sameer Nair
HRD – Human resources

Annexure- A

Terms and Conditions of Employment

1. Your individual compensation is strictly between yourself and Profound Infotech. This information and any changes made therein should be treated as personal and confidential.

2. If any information furnished by you to Profound Infotech is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, Profound Infotech may terminate your services without notice or compensation.

3. If, during the course of your employment, you are provided with any Profound Infotech assets, you shall maintain the same in good working condition.

4. You will not at any time, without the consent of the undersigned, disclose or divulge or make public, except on legal obligation, any information about the business, affairs or secrets of our Company or that of the Establishment you will be working for, whether the same may be confined to you or become known to you in the course of your services and work in the establishment or otherwise, to any other individual or Institution or any customers, while working in the establishment or even after you leave our services.



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5. If you conceive any new or advanced methods of improving the work or system in relation to the operation of the Establishment or its business, such developments will be fully communicated to the Establishment

6. Where you are sent to work and will remain the sole right / property of the Establishment.

7. You are expected to maintain high standards of discipline, efficiency and integrity.

8. You will not be disclosing any of our clients information and internal information, database and contacts of our clients and our internal employees to any outsider. You are also instructed not to use those contacts and database after you leave Profound Infotech in any circumstances for your own venture or sharing that information to any of your members for business or any service purpose. In the event of such misuse Profound Infotech will take legal action.

9. Exit Policy:

In case of if you are leaving Profound Infotech, or in the event of your termination/ suspension, You are instructed not to own/start any venture or any business related to the clients whom we are dealing with currently which are mentioned below;

- other list of my clients posted in the Profound Infotech manual.

10. You will retire in the normal course of events from employment with Profound Infotech at the end of the month in which you reach the age of superannuation, which is 58 years.

11. You shall not at any time disclose to anyone any information, know-how, knowledge, secrets, methods, plans, drawings, designs and the like of Profound Infotech. Also, you shall not take any technical documents or information or copies thereof belonging to Profound Infotech outside the office unless specifically entrusted to you in writing.

Annexure- B

Compensation Work Sheet:

Name : T Harsha Vardhan Reddy
Position : DevOps Engineer
Location : Hyderabad

Salary Details (Figures in INR)

Compensation and Benefits		
Particulars	Monthly(Rs)	Anually(Rs)
Basic	19847	238164
HRA	9924	119088
Special Allowances	10916	130992
Conveyance	800	9600
City Compensation Allowance	8931	107172
Medical Allowance	1250	15000
Gross Salary	51668	620016

