

Bharat xyz  
H no:1-87/A,  
Naidu palem Vellatur,  
Bollapalli Mandalam,  
Guntur, Andhra Pradeesh, india-522657

**Offer Letter**

**Date: 16-10-2025**

**Name: Bharat xyz.**

Dear Bharat xyz

We are pleased to offer you the position as a **Software Engineer** with Amazon IT Solutions. You will be required to report for work on **21-04-2025**, up to which this offer is valid.

Your total employment Cost to Company will be **INR 2,30,000/- (Two Lakh thirty Thousand Rupees Only)** per annum effective from your date of joining the Company, subject to various deductions as per the company's and government policy.

A copy of your salary break-up is attached as Annexure II. Compensation and Benefits information is personal and confidential in nature. We urge you to maintain the confidentiality of your compensation details and not to share it with others.

You will be on probation initially for a period of six months (6 months) from the date of joining. At the end of this probation period, you will be confirmed in the employment of the company on the basis of a satisfactory performance report from your supervisor.

The roles and responsibilities, and other terms and conditions of your employment will be established and specified in detail in your letter of appointment, which will be given to you post your joining the company.

Your employment with the company and continuance thereof is subject to your successful reference check & medical fitness. In case you fail to meet any of the above, this offer will be deemed as cancelled.

We look forward to seeing you on **21-04-2025**. Please carry the documents listed in **Annexure I** to complete your joining formalities.

Kindly acknowledge this mail on/before **16-10-2025** as an acceptance of this offer. Wishing you a great career and growth options with Amazon IT Solutions!

**Yours Sincerely,**

**For Amazon IT Solutions**



Chakravarthy Devarkonda  
Manager – Human Resources



The Skyview -10, COWRKS 1st & 2nd Floor, Sy no 83/1 Raidurgam,  
Hitech City Main Road Madhapur, Hyderabad-500081(Opposite IKEA )



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### **ANNEXURE I**

The following checklist indicates the documents that you have to submit at the time of your joining **Amazon IT Solutions**.

Originals and photocopies of the following documents should be produced on the date of joining for verification; the Originals would be returned post verification on the same day. Without the submission of the below mentioned documents, the joining formalities will be deferred.

Any concern on this, please inform the HR Department.

1. Three (3) recent passport-size photographs (both hard copy and soft copy)
2. 10th & 12th mark sheets and certificates
3. Graduation semester-wise mark sheets and certificate
4. Post Graduation semester-wise mark sheets and certificate (if any)
5. Photo ID proof (PAN/Passport/Driving License)
6. PAN Card copy
7. Aadhar Card copy (both hard copy and soft copy)
8. Present address proof
9. Permanent address proof
10. All previous company's offer letter/appointment letter
11. Relieving letter from previous company
12. Form 16
13. Last three month's salary slips

### **ANNEXURE II**

<b>SALARY COMPUTATION</b>		
<b>Components</b>	<b>Per annum</b>	<b>Per Month</b>
Basic Wage	92,000	7,667
HRA	69,000	5,750
Special Allowances	23,000	1,917
Travel Allowances	23,000	1,917
Other Allowances	23,000	1,917
Fixed CTC	2,30,000	19,168

#### **Procedure for Standard Reimbursement:**

The LTA can be claimed against production of bills at the end of the financial year subject to provision of Income Tax Act. Any unclaimed amount will be paid to you at the end of the financial year after deducting the necessary taxes.

**Note:** This offer is contingent on referral checks and salary verification.

**\*This is computer generated document. No signature required\***



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