

November 16, 2020

Strictly Private and Confidential

Mr. Wilson Gunde
Hyderabad

OFFER OF APPOINTMENT

Dear Wilson,

This has reference to the discussions you had with us. We are pleased to offer you the position of **“Software Engineer-Testing” (Level -P1)** in our **Technology Solutions** division based out of **Hyderabad**.

Your total remuneration will be **INR. 5,60,000/- per annum (Rupees Five Lakh Sixty Thousand Only - Per Annum)**. Please refer **Annexure –I** for detailed salary Break-up.

Please note that you are required to join the organization on or before **December 14, 2020** failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential.

Please note that your employment will be subject to:

1. Clearance in the background verification checks that may be required as per the company policy.
2. Submission of all the following documents at the time of joining:
 - i. Relieving letter and service certificate from current employer (If experienced)
 - ii. Last 3 months pay slips. (If experienced)
 - iii. Photocopies of your ID proofs and PAN card.
 - iv. Four copies of your latest passport size photographs.
 - v. Photocopies of all your educational certificates.

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

For **Excelra Knowledge Solutions Pvt. Ltd**



Mahendra Pratap Singh
Vice President - Human Resources

I accept the offer of appointment on the above terms.

Signature: _____

Date: _____

Annexure - I		
Wilson Gunde		
A. Salary	Per Annum (INR)	Per Month (INR)
Basic	224000	18667
House Rental Allowance (HRA)	89600	7467
Transport Allowance	20000	1667
Medical Reimbursement	20000	1667
Statutory Bonus	15016	1251
Special Allowance	169784	14149
Gross Salary	538400	44867
MPF	21600	1800
Total Cost to the Company (TCTC)	560000	

Note

- All payments made to you are subject to statutory deductions, as applicable
- PF stated above is employer contribution. There would be an equal employee contribution that would be deducted from your salary, as applicable.
- You are eligible to receive Gratuity on fulfilling the minimum conditions of Gratuity as per Payment of Gratuity Act.
- You will be covered under Group Medclaim and Group Personal Accident Policy, as applicable. For more details, you are advised to refer to the Policy.

For **Excelra Knowledge Solutions Pvt. Ltd**



Mahendra Pratap Singh
Vice President - Human Resources