



NEXT IS NOW

Date: 18th July 2024

Offer Letter

Dear Aditya E,

We are pleased to confirm your employment status with **Parvam Software Solutions Pvt. Ltd.**, effective June 30, 2024. We are excited to inform you that your designation will be updated from Trainee to Associate Software Engineer.

Salary Details:

Starting from June 1st, 2024, your revised salary will be **Rs. 13,000** per month.

We look forward to your continued contribution and growth with Parvam Software Solutions Pvt. Ltd.

Employment Terms and Conditions:

Notice Period:

Your notice period is three months. If you wish to resign from your position, you are required to serve this notice period unless otherwise mutually agreed upon by you and the management. Failure to adhere to this notice period may result in penalties, including the forfeiture of certain benefits.

Leaves:

You will be entitled to leaves as per the company policy. Please refer to the employee handbook for details on the types of leaves available and the procedures for applying for them.

Compliance with Company Policies:

It is mandatory for all employees to follow the company guidelines and policies. Non-compliance with the policies may lead to disciplinary action, which can include termination of employment.

Consequences of Policy Violation:

Any failure to follow the company's policies and guidelines will be taken seriously. Consequences may range from warnings and suspension to termination of employment, depending on the severity of the violation.

Congratulations, and welcome to your new role! Aditya

Sincerely,

Monica RA
HR Manager
Parvam Software Solutions Pvt. Ltd.