

September-15-2018

Offer cum Appointment

To
Akshay Narayan Channa
266/15 Raviwar peth ,
Solapur - 413005.

Dear **Akshay Narayan**,

Re: **Software Engineer**

I am writing to confirm our offer of employment to you with Resource Technologies in the above position which, subject to your acceptance of this letter and its conditions, will operate commencing from **September-24-2018**.

On your first day, please report to **Srinivas P.**

Set out below are the basic terms which are to apply to your engagement. These two documents will govern your employment. We recommend that you acquaint yourself with this award/agreement if you have not already done so.

1. Position description

The position description which prescribes your duties and other requirements of your employment is attached herewith and is part of this contract of engagement. At resource Technologies, it is necessary for us to respond to needs and workloads across the organisation. Therefore, we need to remain flexible and work as a team, and in line with this, you may be asked to assist in other areas, vary your working times (including reasonable overtime) and/or perform other tasks which are consistent with your skills and abilities.

2. Remuneration

Your classification under the award/agreement will determine your normal hourly rate of remuneration and any variations to that rate will be as per the award /agreement. Your annual compensation as follows:

Compensation Structure	Yearly
Basic	137700
HRA	68856
Medical Allowance	15000
Conveyance	19200
MGT Allowance	26196
Special Allowance	33048
Total CTC	300000

3. Joining Formalities

- a) All Credentials of your academic qualifications along with mark sheets
 - 1. School certificate.
 - 2. Under Graduation Certificate.
 - 3. Graduation Certificate along with mark sheets.
 - 4. Master's Certificate and mark sheets (if applicable).
- b) Previous and current employer (s) appointment, relieving and experience letters (if applicable).
- c) Valid passport.
- d) PAN Card.
- e) Four copies of your recent color Passport size photographs.

4. Variation to the terms of your employment

We can mutually agree to vary the terms of your employment in writing at any time, but always subject to applicable award/agreement terms which can also change and thus also affect your employment.

5. General

Our goal of providing high quality, cost effective service to our (members/clients/patients) and functioning as a centre of excellence can be maintained and enhanced only with your assistance.

In joining our team, you share our commitment to providing the best service to our members/clients/patients. For this to be achieved, your ideas, suggestions and initiative are encouraged as we strive to improve the way we work and how we present ourselves to the community at large.

Our working ethics revolve around taking responsibility for decisions, pride in our work, sharing our knowledge and expertise with others, and a willingness to contribute to the resolution of issues collaboratively.

If you are happy with the terms of this letter, please confirm your formal acceptance of appointment by signing and returning the attached copy prior to your commencement. Please retain the original for your records.

Yours Sincerely,
For Resource Technologies Pvt Ltd

Nitesh R
HR Manager



Signed: _____

Name: _____ Date: _____