

**Ref:HR/OFF/MT/22**

**Date: 24<sup>th</sup> March,2022**

**Mr. Gaurav Patil**

At+ Post -Khursapar

Tah Katol,District-Nagpur

Maharashtra - 441103, India.

**Appointment Letter/ Offer Letter**

**Dear Mr. Gaurav Patil**

On behalf of **Maxsys Technology.**, we are pleased to offer you the position “**Java Developer**” in our Company. Our offer reflects our belief that you have the ability, commitment & desire to grow with us. We hope you will enjoy making your very own special contribution to the continued success of the company. The gross compensation will be **Rs. 3,00,000/-** per annum.

The terms of your employment are as follows:

1. **Duties:** You will be responsible to perform such duties as the Company may assign to you. You will be required to work a regular 40 hours per week unless otherwise advised by the Company. When deputed to client's site, you will follow clients working hours.
2. **Salary & Benefits:** You will be entitled to a Gross remuneration package, which will be up to **Rs. 3,00,000**. Your salary may be adjusted from time to time but the timing and amount of any adjustment will be at the sole discretion of the Company.
3. **Work Place:** You are liable to be transferred/deputed to any other department of the company or group companies' and/ or clients' offices, anywhere in India or abroad, temporarily or permanently.



4. **Confirmation:** Your appointment, as regular/contract employee of the Company shall be confirmed on successful completion of probation or any extension thereof, you will be confirmed in the services of the company. Confirmation shall take effect only upon issue of confirmation letter and from the date given in the letter. Your employment will be subject to termination by 30 days written notice on either side.
5. **Change In Employee Status:** Any change in marital status and/or residential address, and/or acquisition of additional educational qualification should be intimated to Corporate Personnel Department to enable us to keep our records up-to date.

We welcome you on **Maxsys Technology** team. We hope that you accept these terms and conditions of the appointment/offer. You are requested to complete all joining formalities before joining with us.

We look forward to you joining us at our Base location on or before **April 05, 2022**.

As part of our joining formalities, you are requested to submit the following documents at the time of your joining.

**Joining Formalities**

1. Copy of the Passport/Pan card.
2. Copy of Birth Certificate / School Leaving Certificate.
3. Academic & Professional Certificates.
4. Four passport size photographs.

Please endorse your acceptance by duly signing the duplicate copy of this letter.

**With Regards.**

**For Maxsys Technology,**

  
G. Sukumar  
Associate - Human Resource

