



Rao Information Technology Pvt. Ltd.

www.raoinformationtechnology.com
E-mail : hello@raoinformationtechnology.com
Contact : 9979430007 / 9016310001

12th December 2020

Jayna Manjariya
Rajkot, Gujarat.

Dear Jayna Manjariya,

OFFER-LETTER

We are pleased to offer you the Internship (tentatively from January to June 2021) and Full-time position (after completion of your MCA 6th Semester) of **Jr. Developer** at **Rao Information Technology Pvt. Ltd.** with a tentative start date of **January 01, 2021**. You will be reporting directly to Mr. Mohit Shah at the office (Rajkot). We believe your skills and experience are an excellent match for our company.

During the 6 months of your training period, your stipend would of **₹5000/-**. And once you are recruited as a full-time employee, you shall be entitled to an annual **CTC of Rs. 1,92,000/-** and shall be subjected to deductions of Professional Tax, TDS, and other deductions as per company & government policies. In terms of salary; periodic & consistent overall performance & performance parameters set by the company will guide your future increments or promotion or any other salary increase. The performance parameters may change as per management consent, from time-to-time to appreciate your performance. Your first appraisal will be on completion of 12 months from the joining date.

Your employment with Rao Information Technology Pvt. Ltd. will be on several terms, which means the company is free to terminate the employment relationship with you after several warnings and chances for improvement.



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This letter is not a contract or guarantee of employment for a definite amount of time.

Please confirm your acceptance of this offer by signing and returning this letter by December 19, 2020. As soon as you join the company you have to sign the bond document of 24 months.

We are excited to have you join our team! If you have any questions, please feel free to reach out to Mr. Mohit Shah at any time.

Please sign the duplicate copy of this letter and return it to us as a token of your acceptance of the terms and conditions of employment offered to you. You can hand this over to the relevant authority on the day of joining.

Sincerely,

Mohit Shah
CMO