

Hussain Valli  
Andhra Pradesh

02-03-2022

Ref. No: HR/OL/022022/060

Dear Hussain,

Thank you for the keen interest you have shown in our organization. Consequent to your application and subsequent discussions with us, we are pleased to offer you a career with **Reflections Info Systems Pvt. Ltd** as **Software Engineer**.

Your Annual Employment Cost to the Company will be **Rs. 5,00,000/- (Rupees Five Lakhs only)**.

You are required to join us on **07-03-2022** and work location is 9A2, Carnival Technopark, Technopark Trivandrum - 695581. If you are unable to report on the said date, you are required to inform us in writing in 3 business days from the offer issued date. Please find the details of the compensation and benefits you are being offered in Annexure 1.

Your employment will be subject to the terms and conditions and will be governed by various policies, rules, and guidelines of Reflections Info Systems Pvt Ltd. (here after will be referred as Reflections) It will also be guided with the core values and beliefs of Reflections.

By accepting this offer of employment, you will be deemed to confirm that:

- Prior to joining our employment, you have terminated your employment with current/previous employer in accordance with the terms and conditions of the said employment
- On joining Reflections, there are no continuing obligations or restrictions which you have with any of your previous employment

The offer will be valid till **04-03-2022**. You are requested to sign a copy of this offer letter along with the terms and conditions document and confirm your acceptance prior to the offer expiry date. If no such intimation of acceptance is received on or before the said date, the offer shall stand automatically withdrawn.

You are obliged to sign a non-Disclosure agreement and Intellectual Property Rights Agreement at the time of joining the organization.

Please refer Annexure 2 for details of the documents you are required to produce at the time of joining. This offer of employment is subject to submission of the said documents. The determination of the validity and authenticity of all or any of the said documents will be at Reflections sole discretion.

We are happy to welcome you to the Reflections family.

With best wishes.

For **Reflections Info Systems Pvt Ltd**

**Accepted**



**Naveen G S**  
**Vice President – Delivery Operations**

**Hussain Valli**

## Annexure 1

Salary Components Breakdown		
Employee Name: Hussain Valli		
Designation: Software Engineer		
Grade: A2		
Components	Monthly	Yearly
Basic	15,946.67	1,91,360.00
HRA	6,378.67	76,544.00
Special Allowance	17,541.33	2,10,496.00
Gross Salary(A)	39,866.667	4,78,400.00
Deductions		
Employee's PF Contribution	1,800	21,600
Professional Tax	208	2,496
Income Tax as applicable		
Total Deductions(B)	2,008.00	24,096.00
Net Salary(C=A-B)	37,858.67	4,54,304.00
Retirals		
Employer's share of Provident Fund	1,800	21,600
Total Retirals(D)	1,800.00	21,600
Total Annual Cost to the Company(E=A+D)	5,00,000.00	
Other Benefits		
Medical Insurance: Two Lakh insurance coverage for Employee, Spouse and Children		

**Gratuity** : You will be entitled to payment of gratuity strictly as per rules under the payment of Gratuity act, 1972.

**Tax** : Tax implications arising out of this structure would be borne by you.

## **Annexure 2**

### **Documents to be furnished at the time of joining:**

1. Qualification certificates and marksheet [consolidated/semester-wise]
2. Relieving letter/resignation acceptance letter from most recent employer (if any)
3. Latest 3 salary slip or salary certificate from most recent employer
4. Experience certificate from all previous employers
5. Reflections offer letter signed
6. Proof of identity
  - a. PAN card
  - b. Aadhar Card
  - c. Driving license
  - d. Passport
7. Passport size photographs (4 copies)
8. Your income & investment declaration in the Form 12C. (non-submission of this form will be treated as you do not have income from any other sources)