Letter of Offer

REF NO: **WL-08901**

Date: 28/04/2018 Sub: offer letter

Dear, **Harkesh Yadav**,

We are pleased to offer you the position of **Network Engineer** at Webloop Infotech LLP H.O. Sikanderpur, Gurgoan.

Your immediate supervisor will be of Aditya Mishra. We trust that your knowledge, skills and experience will be among our most valuable assets.

As discussed and agreed with you, you will be eligible to receive the following beginning on your **Joining date : 04/05/2018**

* Salary: Annual gross starting salary of **Rs.2,05,000/-** per annum, subject to tax and other statutory deductions
* Operation Incentive: As per the prevailing company scheme varies from time to time.
* Business Travel allowance and reimbursements as per company policy.

**Responsibilities are to:**

- Analyze network information to determine, recommend plan network troubleshooting to maximize network uptime

- Document all changes to network configuration procedures

- Maintain availability of the WAN/LAN using various monitoring tools

- Work with appropriate carrier/vendor when required

- Develop project plans business case for all major enterprise network projects

- Lead client network design as well as implementation planning to yield efficient, effective, supportable individual client network designs appropriate for the client business in a cost-effective manner plus fitting seamlessly into the overall network architecture topology

This offer letter is valid till 01/05/2018.Please send a signed copy of this letter indicating your acceptance to join and resignation acceptance letter from your current employer to our HR. Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in our H.O. Webloop Infotech LLP AS Tower 2nd Floor MG Road Opp.Metro Pillar No 58

Sikanderpur Gurgaon-122002 .

Best Regards,

**Prashant Pandey**

**Business Development Manager**

L.No.:+91 124 414 4296 M.No:+91 9958692076

Email:[info@webloopinfotech.com](mailto:info@webloopinfotech.com)

Web: [www.webloopinfotech.com](http://www.webloopinfotech.com/)