



Thursday, March 17, 2021

Maneesh P M
Puthur House,
Parappur P.O,
Thrissur District,
Kerala-680552.

Dear Mr. Maneesh P M,

With reference to your application and subsequent interview, we are pleased to inform you that we have decided to appoint you as **Senior Software Engineer** at Citrus Informatics (India) Pvt. Ltd, with effect from **5th April 2021** subject to the following terms and conditions:

1. Your job description will include but shall not be limited to the following areas:
 - Be responsible for the successful planning and execution of the specific project / product development / implementation / customer support / application development programmes assigned to meet specific client requirements or product requirements.
 - Responsible for the Design, detailed design, coding, code reviews and testing of the assigned projects or product development initiatives.
 - Be part of the IT research initiatives which are required as part of the betterment of the technology/solutions/services offered by the organization.
 - Acquire knowledge related to product, technologies and development platforms involved to successfully carry out the work assigned.

However, Management reserves the right to re-define your duties, assignments and tasks as deemed required at any time in the future in relation to business interests of the organization.

2. You will be on probation for a period of Four months from date of employment. Your final confirmation of employment will be dependent upon a successful appraisal of your performance during the probation period and will be indicated to you by way of a confirmation letter.
3. You will be paid an annual CTC of **Rs.5,04,000/-** (Rupees Five Lakhs Four Thousand Only), i.e., monthly CTC of **Rs.42,000/-** (Rupees Forty-Two Thousand only)
4. During your service with the company, you will have to observe and follow all the rules and regulations as applicable to all employees of Citrus Informatics (India) Pvt Ltd.



5. You will be entitled to avail leave as per the policy of the Company as applicable from time to time. The policy on leave will be communicated to you on your joining the employment of the Company.
6. Being a full-time employee of Citrus Informatics (India) Pvt Ltd., **you will not be permitted to undertake any part time work** for any other company/ individuals during or outside of office working hours or on holidays.
7. Your service with the company shall be liable for termination with two months notice in writing from either side or two month's salary in lieu thereof. However, in case of misconduct or indiscipline the company reserves the right to terminate your services without any notice or salary in lieu thereof.
8. All matters related to your employment whether salary, internal company affairs, client affairs, project details, service rates, prospective business and any other information you would come across in the course of your employment at Citrus Informatics must remain strictly confidential during your employment at Citrus Informatics and would be discussed only with the company directors.

You are requested to sign the duplicate of this appointment order as a token of your acceptance of the terms and conditions thereof.

Mr.....
Employee


Mr. Sarji R Mohammedali
CEO

I accept the above terms of employment and agree to be bound by it.

Mr.
Employee

Dated

Place