

06 October 2021
Venkata Adinaresh Challa

Sub: Letter of Intent

Dear **Venkata Adinaresh**

Congratulations and Welcome to the Zetwerk Rocketship!

We are inspired by your prior experiences and achievements. We are excited to bring you on-board!

Subsequent to our selection process, we would like to offer you the position of **DevOps - I** at Band & Grade **3A** in **Zwk - Technology**. In your role you will be closely working with **Balaji Doniparthi**.

The Base Location of your Employment will be **Bangalore**. Your Date of Joining is **21 October 2021**

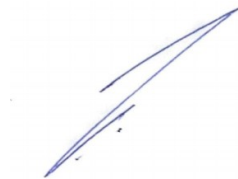
The details of your Compensation are as follows:

- **Fixed CTC:** INR **10,50,000** per year. This component will be payable monthly subject to the Statutory Compliance of the Company and the Local Tax Laws applicable as per your Base Location. Detailed salary break up is given in Annexure A
- **Joining Bonus:** INR **1,00,000**. The Bonus will be paid, along with the 3rd month payroll. This is subject to recovery in full, in case of your separation from the Company before completing one full year of service

The validity of this offer is subject to the positive verification of all references given by you about your prior employment, certificates and CV. Your Employment will be governed by the Terms and Conditions as per the Employment Contract executed on your joining the Company

Request you to share a signed Acceptance within **2 Working Days from the Date of Receipt** of the offer beyond which the offer stands cancelled.

Looking forward to a great innings from you,
Best Wishes,



Zetwerk Manufacturing Businesses Pvt Ltd

Candidate Acceptance

Private and Confidential

Annexure - A

Employee Name	Venkata Adinaresh Challa
BU/ Department	Zwk / Technology
Designation	DevOps - I
Band and Grade	3A
Location	Bangalore
Date of Joining	21 October 2021

Compensation Details

Given below is the break-up of CTC and the salary structure. Do get in touch with HR Team for any additional information required

Component	Monthly	Annual
Basic	35,000	4,20,000
HRA	14,000	1,68,000
Special Allowance	36,700	4,40,400
Gross Pay	85,700	10,28,400
Employer PF	1,800	21,600
ESIC	0	0
Total Fixed CTC	87,500	10,50,000

Note: CTC breakup indicates default Salary Structure. Please discuss with HR for optimal combination for you.

Additional Benefits:

- **Gratuity:** You will be eligible for Gratuity as per the Payment of Gratuity Act, 1972 paid to you over and above the CTC mentioned in your offer letter
- **Employee Insurance Benefits:**
 - You will be eligible for a Group Medical Insurance as per the policy(Family floater covering Employee + Spouse + 2 Children + 2 Parents)
 - You will also be eligible for an accident insurance as per the policy
- **Flexible Component Benefit:** You can redistribute your Special Allowance into Flexible Components to plan your Tax better. Various components and the Maximum Benefit are given in the table below. Please note, these flexible components are exempt up to a certain limit, subject to submission of genuine original bills

Component	Monthly	Annual
Communications Reimbursement	2500	30000
Food Card	2200	26400
Professional Development	3000	36000
Vehicle Allowance	2300	27600
Leave Travel Allowance	1 x Month Basic	

Candidate Acceptance