Date: 23/07/2018

MR. PRADIPTA KUMAR MISHRA AT/PO-CHAMPATIPUR, VIA- ITAMATI P.S.-NAYAGARH ODISHA-752001 MOBILE NO. 9337257019

## Sub: Appointment letter for the post of Deputy Manager

We shall be pleased to appoint you with effect from 26th July, 2018 (joining date) on the following terms and conditions. The offer of appointment is valid only until the joining date. It will automatically cease in the event you do not join us by the joining date.

- 1) You will be employed by the company as a Deputy Manager.
- 2) You shall perform such duties viz. Selling of Shares, Mutual Funds of different Companies and or are other official jobs as assigned by the company from time to time.
- 3) <u>Compensation:-</u> You shall be paid a gross salary of Rs. 30,000/- (Rupees Thirty Thousand only) per month (Basic -Rs. 12000/-, Medical Allowance Rs. 1200/- Conveyance -Rs.2,400/-, House Rent- Rs. 4,800/- and Variable Pay-Rs.9,600/-).
  - a) Your salary would be paid to you on a monthly basis as per company's normal payroll cycle.
  - b) All taxes/duties, if any, payable on any payment/benefits provided to you shall be borne by you and the company is entitled to withhold income tax from such payment/benefits.
  - c) Variable pay will be released exclusively depending upon your performance. Your Target for August 18 Rs. 30,000/-, September 18 Rs. 45,000/- & Octoberber' 18 Rs. 60,000/-. Next Target will be given in the month of November' 18.
  - d) You shall be placed on probation for a period of six months and your performance shall be reviewed every month. The variable pay is generally remitted with the level of performance. At the end of six months, if both your work and conduct are satisfactory, you will be confirmed and placed on our regular payroll. However the company may extend the probation,

**ABIRA Securities Limited** 

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Smadiptu Zumur Mishn.