

Dear Mr. Raghavan R

With reference to your application and subsequent interview, we are pleased to offer you an appointment on the following terms and conditions:

- 1) You have understood the **Trainee Faculty** process for 24 (Twenty Four) months and agreed to the same unambiguously. You have also unconditionally agreed to continue in the organisation for a minimum period of 24 (Twenty Four) months and that there will be no break under any circumstances whatsoever.
During this trainee period the company will be investing its precious time, man-efforts, infrastructure and other material resources to educate you on multiple technologies, skills and practices. Consequently, in lieu of your leaving the organisation before the pre-agreed minimum tenure of 24 (Twenty Four) months, you have to reimburse the company with an amount of **Rs.60,000 (Rupees Sixty Thousand only)** to compensate all the man, material and infrastructural resources invested on you.
- 2) Your 24 (Twenty Four) months period under the terms of this appointment starts from the date of joining duty which is **2nd January 2016 till 31st December 2017.**
- 3) During these 24 (Twenty Four) months you will be designated, Trainee Network Faculty, and your initial place of posting will be at Chennai.
- 4) This appointment shall take effect from the date you join duty and the Company will expect you to work with highest standards of initiative, efficiency and economy.
- 5) The total period of traineeship will be 24 (Twenty Four) months. This 24 (Twenty Four)-months period will be sub-divided into 6-months period equally.
- 6) Your salary structure accordingly will be Rs. 8,000/- (Rupees Eight Thousand only) for the first 6-month period, subsequent salary revision will be based on performance assessment, in every six months as per this schedule, Rs. 9000/- (Rupees Nine Thousand only) for the next 6 months period, Rs. 10000/- (Rupees Ten Thousand only) for the next 6 months period, Rs. 11000/- (Rupees Eleven Thousand only). The incentives will be calculated as per the prevailing company rates.
- 7) During your employment with the Company, you are liable to be transferred to any of the offices/divisions/departments/manufacturing units of the Company, whether existing or to be set up, in the same town or anywhere in India or abroad, on the same terms and conditions of the employment and at the sole discretion of the Management. You are also liable to be transferred to any of the group companies at anytime during your tenure with the company.
- 8) During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the Company's policies and rules regarding Leave, PPF, ESI/Medical Reimbursement, Misconduct, and indiscipline or/and other matters. Privilege Leave, if en-cashable, as per statute or Company practice, while in service or on cessation of services, shall be only on Basic salary.
- 9) You are required not to divulge, communicate or pass on, any information in any form, related to any aspect of the Company to anyone, not employed or not intended by the Company. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in the appointment letter.

Regd Office: Wing 1 & 2, IV Floor, Jhaver Plaza, 1A, Nungambakkam High Road, Nungambakkam, Chennai - 600034.

Phone: 28263530 / 40 Telefax: 28263527 E-mail: enquiry@advantagepro.in Web: www.advantagepro.in