



**Recruitment | Staffing | Payroll**

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**EMP ID : CURE0034 07/Jul/2018**  
**NAME : SARTAJ ALI**  
**FATHER NAME : AKHTAR ALI**  
**PHONE NUMBER : 8630272771**  
**ADDRESS : VILLAGE-MANKUA MAKSOODPUR PIPALSANA RS MORADABAD**  
**UTTAR PRADESH-244402**

**Offer Letter / Work Assignment Letter/ Letter of Appointment**

This has reference to your application and subsequent interview you had with us. As you are aware of **Watermelon Hr Services Pvt. Ltd.** is involved in the Business of providing certain human resource services to its clients, we hereby wish to confirm your appointment for the purpose of selection to perform Job Title: **OFF LINE SALES EXECUTIVE** that is required by our client\_ **"Cure Fit"**. On terms as given below:

The date of the contract of employment shall be effective from **07/Jul/2018** for fixed duration not more than a year or till the breach of contract/completion of contract. We may withdraw the offer letter if you are unable to join by the given date and also your offer is subject to successful completion of your training and work performance during initial two weeks. Also this contract cannot be extended.

You will be designated as **OFF LINE SALES EXECUTIVE** and will be based at our **"Cure Fit"**. Office at **GURGAON**.

- You will be entitled to receive compensation and benefits (Net of pay **15500/-** Per Month) as per attendance all perks inclusive (such as Basic, HRA, Food Allowance and other components including Performance Bonus etc.). We shall deduct the employee share for PF, ESI, Insurance and other compliance as per Indian Labor Laws applicable.

If you left the job within 7 days from date of joining you cannot claim for the salary what so ever. In case of resignation/Termination or leaving the job, 15 days notice period is required from either side.

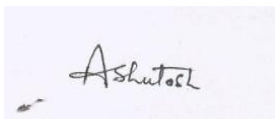
- All the Terms & Conditions of this **Offer Letter / Work Assignment Letter/ Letter of Appointment** are governed by our Agreement / Contract with the client.
- In Addition you are given a HR Booklet for your Queries related to Payment, ESI, and PF & Leave ETC.

You shall undertake and agree that all property of any nature whatsoever belonging to the WHRSPL / Client company which come into your possession in the course of the employment or otherwise, shall be held by you as trustee for the WHRSPL / client company and shall deliver the same to the WHRSPL/ Client company on demand. We reserve our right to deduct the money value of all such things from your wages or dues and take such other action as may be deemed proper in the event of your failure to account for such property to our satisfaction.

- Your services are liable to be terminated by the company without notice or compensation if in the opinion of the management; you are guilty of insubordination, insolence, gross negligence or dereliction of duty, dishonesty or embezzlement or of conduct prejudicial to the company's interest.
- Your application for employment is expected to be correct in all respects, any willful concealment of facts or wrong information discovered in your application at any stage of your service with the company will be considered as deliberate attempt to mislead the company and shall amount to misconduct and invite disciplinary action.
- You agree to defend, indemnify and hold WHRSPL or the Customer harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your Obligations under this Letter of Engagement or under the Work Assignment Letter or for misconduct, violation of any law or creation of any legal liability by you.
- Termination of this Letter of Engagement shall not affect the obligations of the parties that have been incurred prior to termination and WMSPL will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/expiry of this Letter of Engagement or the Work Assignment. You shall not join Client Company without our consent or receiving "NOC" from WHRSPL, failing which you shall be liable to pay the damages equivalent to 1 month salary.
- You are requested to submit all certificates in support of your qualification, experience and relieving order from your previous employer, if worked previously, one Xerox copy of the certificates along with one passport size photograph to make this offer letter eligible as letter of appointment.

We welcome you to our organization and hope that our association will be a long one to our mutual advantage and benefit. Kindly signify your acceptance of these terms and conditions by signing the duplicate of this letter and return the same.

Yours faithfully  
Ashutosh Dubey  
For Watermelon Hr Service Pvt. Ltd.



(HR DEPARTMENT)

Particulars	Amount
<b>Basic</b>	<b>9500</b>
HRA	3529
Conv. Allowance	1600
Other Allowance	1527
Special Allowance	0
Statutory Bonus	791
<b>Monthly Gross salary</b>	<b>16947</b>
<b>EMPLOYEE</b>	
PF.12%	1140
ESI.1.75%	297
LWF	10
Total Employee Contribution	<b>1447</b>
<b>Monthly Net pay</b>	<b>15500</b>
<b>EMPLOYER</b>	
PF.13.15%	1235
ESI.4.75%	805
LWF	20
<b>Total Employer Contribution</b>	<b>2060</b>
<b>Total CTC</b>	<b>19007</b>