



LETTER OF OFFER

No: TSN/HR-014/III/2022

Date: 29th March 2022

Dear Arya,

Further to your recent interview with us, we are pleased to offer you the position of:

BACK-END DEVELOPER (ASST SUPERVISOR)

Product Development Department, IT Division

This appointment is offered to you, Subject to your acceptance of the following condition:

DATE OF ENGAGEMENT

Your official date of engagement will be **31st March, 2022**

PROBATIONARY PERIOD

You will be required to serve probationary period of **3 (three) months** before you can be confirmed as permanent employee of PT. Teknologi Sosial Nusantara. During the probationary period, this agreement can be terminated by either party giving one month written notice to do so. Any time served as probationary employee is counted toward Company service.

REMUNERATION

Your gross salary will be: **IDR. 8.000.000,- (Eight Million Thousand Rupiah)** per month and will normally be paid at the end of each month into a designated Bank Account of your choice.

Your Gross salary will be adjusted after you are confirmed as a permanent employee.

Detail as follow (Probation Salary) :

Basic Salary	:	Rp.	4.400.000
Fix Allowance	:	Rp.	3.600.000
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Total Gross Salary per month	:	Rp.	8.000.000

Note: the company is required to deduct any income tax due direct from your salary each month.

BONUS

a) Guaranteed Bonus

The company will pay Lebaran Bonus (THR) equivalent to 1 (one) month salary (Basic Salary) in prorata basis.

PT. TEKNOLOGI SOSIAL NUSANTARA

Cityloft Sudirman 19th Floor – [unit 1910] Jl. K.H. Mas Mansyur No.121 - Jakarta Pusat, 10220 Phone:
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b) Variable Bonus

You will also be entitled to a variable bonus depending on your performance and the company's performance result.

Your first Lebaran and variable bonus will be prorated and will depend on how long you have been working with the company.

ANNUAL LEAVE

In addition to the announced public holidays you will be entitled to 12 (twelve) working days leave per annum on completion of each full year of service.

WORKING HOURS

You have flexibility of working hours with minimum 3 days per week working offline (at office), our office operates at 11.00 – 20.00 and the normal working week is Monday to Friday. It is expected that additional hours or days may need to be worked from time to time to meet company schedules or objectives.

BPJS (JHT/JAMSOSTEK & BPJS KESEHATAN)

Starting your engagement date, you will be required to join BPJS program. You will be required to contribute a fixed percentage of your salary to this program and the Company will automatically deduct the correct amount from your salary each month.

CONFIDENTIALITY

At all times you are required to not improperly disclose or discuss with third party, any confidential matter relating to the Company's business or its interests or any other matter which will injure its business standing or given an advantage to competitor or supplier that they would not otherwise possess.

DISCIPLINE COMPANY REGULATION

All the time you must be prepared to obey all regulations, conditions, and stipulations as laid down in the Company's official regulation. A copy of these is attached to provide you with the necessary guidelines and you are required to make yourself familiar with them and understand them.

SERVICE

The company requires your uninterrupted service during your employment with us. Consequently, you are not permitted to simultaneously engage in other activities or employment for reward without the Company's express permission.

TERMINATION OF EMPLOYMENT

- If either you or the Company wishes to terminate your appointment once you have completed your probationary period, then 1 (one) month notice must be given in writing by either party. The Company reserves the right to make an equivalent payment in lieu of notice and for any untaken holiday entitlement.



• If you should give such a notice, then any holiday entitlement can only be taken in the intervening period with the Company's permission.

- The Company reserves the right to terminate your employment without notice or payment in lieu of notice should you be guilty of misconduct or negligence in your duties.

Please confirm your understanding and acceptance of this offer of employment, by using the statement in the available space below and returning it to HRGA Departement.

In closing I would like to formally congratulate you on your selection and trust you will have a long and mutually satisfying career with us.

Sincerely Yours,

PT. TEKNOLOGI SOSIAL NUSANTARA



AJENG PUTRI

HR Section Head

EMPLOYEE DETAILS

Full Name : ARYA WIDYA ADHITAMA
Place & Date of Birth : Jakarta, 16 November 1998
NIK : 3171051611980001
Address : Jl Cempaka Putih Barat XI/IV no. 16
Cempaka Putih Barat, Cempaka Putih, Jakarta Pusat

I have read this letter and confirm that I both understand and accept its contents.

Signature & Full Name: ARYA WIDYA ADHITAMA

Date: 30 March 2022

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