25-08-2023

Letter of Appointment

Akshay K S
Kelamparambil House Mapranam
PO madayikonam
Thrissur (680712)

Dear Akshay K S ,

Thank you for exploring career opportunities with ALTOS TECHNOLOGIES. You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of Software Developer by virtue of the interview and further discussions with us, effective from 03-01-2024.

If any delay in your work your salary will be cut off and If the work is delayed, the duration of the probation will be extended.
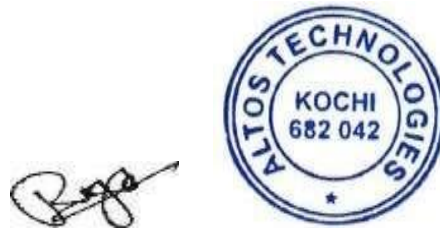
The company will offer you a starting salary of 12-18K per Month based on your performance in the said period.

Works are provided to you on the basis of requirements, you have to handover all the works on month end, if any delays were occur, and salary will be credited according to that.

You will get salary on the basis of work itself, not on the basis of duties and responsibilities.

Work will change, according to that duties and responsibilities also changes, that will informed through mail.

Your normal working hours will be 54 hours 'per week, to be worked Monday to Saturday. If company suggests at times, you are requested to work on holidays also.

DUTIES AND RESPONSIBILITIES

• Modifying software to fix errors, adapt it to new hardware, improve its performance, or upgrade interfaces.

• Directing system testing and validation procedures.

• Directing software programming and documentation development.

• Consulting with departments or customers on project status and proposals.

• Working with customers or departments on technical issues including software system design and maintenance.

• Analyzing information to recommend and plan the installation of new systems or modifications of an existing system.

• Consultingwithengineeringstafftoevaluatesoftwarehardwareinterfacesanddevelopspecifications and performance requirements.

• Designing and developing software systems using scientific analysis and mathematical models to predict and measure outcomes and design consequences.

• Preparing reports on programming project specifications, activities, or status.

• Conferring with project managers to obtain information on limitations or capabilities.

• Develop and implement new software programs

• Maintain and improve the performance of existing software

• Clearly and regularly communicate with management and technical support colleagues

• Design and update software database

• Test and maintain software products to ensure strong functionality and optimization

• Recommend improvements to existing software programs as necessary

- Work with developers to design algorithms and flowcharts

- Produce clean, efficient code based on specifications

- Integrate software components and third-party programs

- Verify and deploy programs and systems

- Troubleshoot, debug and upgrade existing software

- Gather and evaluate user feedback

- Recommend and execute improvements

- Create technical documentation for reference and reporting

- Talking through requirements with clients

- Testing software and fixing problems

- Maintaining systems once they're up and running
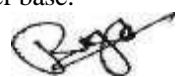
- Being a part of technical designing

- Integrate software components

- Producing efficient codes

- Writing program codes for reference and reporting

- Analyze user requirements

- Create innovative, scalable, fault-tolerant software solutions for our clients and customer base.

TERMS AND CONDITIONS

1. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with ALTOS TECHNOLOHIES you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of ALTOS TECHNOLOGIES and its clients which may be revealed to you by ALTOS TECHNOLOGIES or which may in the course of your engagement with ALTOS TECHNOLOGIES come your possession or knowledge unless specifically authorized to do so in writing by ALTOS TECHNOLOGIES. This Confidentiality Clause shall survive the termination or earliest determination of this Appointment.

2. Notice period

The notice period for resigning from the job is 2 months, on your relieve, you have to complete and submit all the assigned work properly, unless you have to pay the compensation.

3. Compliance to all clauses

The Company has the rights to terminate you from the job immediately at any time for genuine reasonslikemisbehavior, malpractices, spyworks, lackofperformancesinwork, and illegalactivitics and so on. If you are terminated for a valid reason, you will not be paid the salary for that month. The company will take that as compensation.

4. Relocation

If company suggests at times, you are requested to relocate to other job locations also.

5. Leave

You are entitled for 12 days leave for each 12 months continued service.

6. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per ALTOS TECHNOLOGIES

Withdrawal of Offer

If you fail to accept the offer from ALTOS TECHNOLOGIES within 5 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

We look forward to you having a long and fruitful relationship with ALTOS Technologies.

For ALTOS technologies

ROJA JOYSON
HR EXECUTIVE

Yours Sincerely,

Akshay K S