

EMPLOYMENT OFFER LETTER

Date: 27 October 2025

Anil Kumar

anil.kumar@ampleserv.com
9045789456

Dear Anil Kumar,

We are pleased to offer you the position of **Admin** with **Ampleserv Technologies Pvt Ltd**. We believe your skills and experience will be a valuable addition to our team.

This offer is contingent upon successful completion of background verification and submission of required documents.

Position Details

Position:	Admin
Department:	N/A
Offer Date:	27 October 2025
Valid Until:	27 October 2025
Expected Joining Date:	27 August 2025

Compensation Package

Component	Amount	Frequency
Housing All 1/3 (NT)	INR 222.00	Monthly
Cellphone All 100%	INR 0.00	Monthly
Cellphone All non-taxable	INR 0.00	Monthly
Acting All	INR 0.00	Monthly
Transport All0	INR 0.00	Monthly
Long Service Award	INR 0.00	Monthly

Component	Amount	Frequency
Annual Bonus	INR 0.00	Monthly
Taken of Appreciation	INR 0.00	Monthly
Basic Pay	INR 0.00	Monthly
Provident Fund (PF)	INR 0.00	Monthly
Provident Fund 40%	INR 0.00	Monthly
Advance	INR 0.00	Monthly
Total Annual Compensation	INR 2664.00	Per Annum

Terms and Conditions

1. This offer is valid until **27 October 2025**. Please confirm your acceptance by signing and returning this letter before the expiry date.
2. Your employment will be subject to a probationary period as per company policy.
3. You will be required to comply with all company policies, procedures, and code of conduct.
4. The compensation package is subject to applicable tax deductions as per local regulations.
5. This offer is contingent upon verification of your credentials, references, and background check.
6. You will be expected to maintain confidentiality regarding company information and sign necessary non-disclosure agreements.

We look forward to welcoming you to our team. If you have any questions regarding this offer, please feel free to contact us.

Sincerely,

HR Manager
Authorized Signatory
Ampleserv Technologies Pvt Ltd

Candidate Signature
Date: _____