

4/29/2016

Gmail - Cognizant Technology Solutions - OfferLetter



dinesh kumar <sridineshkr008@gmail.com>

Cognizant Technology Solutions - OfferLetter

1 message

c2c@cognizant.com <c2c@cognizant.com>
To: sridineshkr008@gmail.com

Dear : ,S.Dinesh Kumar
Candidate ID :9108709

In continuation to our discussions, we are pleased to offer you the role of **Programmer** ("Cognizant").

During your probation period of 12 months, which includes your training program, you includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessment, Total Remuneration (TR) would stand revised to **Rs.346,500/-**. This includes an annual **Rs. 11,500/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment present and practices in vogue and those that may change from time to time. Your compensation is subject to your Manager.

At the time of joining, please submit the following documents:

- Photocopy of your certificates and mark sheets in support of your educational qualification
- Photocopy of your passport *. Please ensure that you possess a valid Indian passport
- Four-passport size color photographs
- Permanent Account Number * (PAN) along with the original card
- Self-attested Government ID Proof. Any one from this list (Driving License / Voter ID)
- Duly signed acknowledged copy of the offer letter

"*Passport and PAN number is mandated for onboarding process. If you have applied for passport, please ensure that the passport number received from passport seva kendra"

Cognizant is keen that there is a secure environment for clients and internally too. You will be required to provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note that this appointment is subject to satisfactory professional reference check (after due consideration) with no standing arrears in your Graduation/Post-Graduation.

We look forward to your joining us. Should you have any further questions or clarifications, please contact your Manager.

Yours sincerely,
Human Resources- Talent Acquisition

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 **Annexures & FAQ.zip**
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At the time of joining, please ensure the following documents:

- Photocopy of your passport (Two copies) and recent photograph (Two copies)
- Permanent Address (Two copies) along with the original card
- Self-Declaration (Two copies) and Self-Declaration (One copy) and Self-Declaration (One copy)
- Validly signed and stamped copy of the offer letter

Transport and Hotel charges for relocation are provided for you. If you have any queries, please contact the HR team.

Important: Please note that there is a security clearance process for clients and internally too. You will need to provide the necessary details during the joining process. Please refer Annexure B for more details.

Please note that this department is subject to satisfactory performance and reference check. The offer is valid for 30 days from the date of issuance. Please refer Annexure B for more details.

We look forward to your joining us. Should you have any further questions or clarifications, please contact the HR team.