

December 2nd, 2023

Dear Mr. Arvind,

Subject-Offer of Engagement Agreement as Consultant- Software Engineer (PHP)

Thank you for your interest in joining Maxtra Technologies Pvt Ltd.

This is in reference to your interview conducted we would like to offer you an opportunity to join in the capacity as **Consultant- Software Engineer (PHP)** as per the terms and conditions discussed with you. If you agree to those terms, we would like you to join our company on **4th December, 2023** or else above offer will be null and void

- a) You will be offered an Compensation of **INR 23,400/- per Month (Rupees Twenty Three Thousand Four Hundred Only)** and the Employer shall deduct or withhold any applicable taxes as required by law. If you leave the organization within one week from date of joining then no compensation will be paid against conditional from both side of employment. All other terms and condition will remain same as per the Company Policies mentioned in the Engagement Agreement which will be shared at the time of joining.

This letter is based on the information furnished in your application for employment and during the interview you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been with held, then your agreement is liable to be terminated without notice.

We welcome you to our organization and look forward for your contribution in the growth of the organization and yourself.

On the date of joining, please bring the following documents for verification/submission.

1. Photographs (passport size) -3
2. Self-attested photocopy of PAN card.

3. Self-attested photocopies of all the educational mark sheets, degree and certificates. (From 10th standard till highest qualification)
4. Self-attested photocopies of the temporary and permanent address proofs.
5. Self-attested photocopies of the identity proof (PAN Card/ Driving License/ Aadhar card can be considered as an identity proof).
6. Self-attested photocopies of the Offer, Experience and Relieving Letters of the all previous organization(s) (if applicable).
7. Self-attested photocopies of the last three months' Salary Slips from the Previous Organization or any other documents that can be shown as a proof of Compensation that was withdrawn from previous organizations. (If applicable).
8. Updated copy of CV
9. You please report to undersign and your reporting address will be **Maxtra Technologies Pvt. Ltd., Aristos Tower, second floor, B-71, Sec.-67, Noida** and your reporting timing will be **10.00 AM to 7:15 PM.**

Looking forward for your acceptance.

Thanking You

Aditi Awasthi
(Head Delivery & HR-Operations)

Email : info@maxtratechnologies.com
Website : www.maxtratechnologies.com

Regd. Off. : House No. 88, Village-ghyan,
P.O.-chail Chowk Tehsil-chail Chowk At
Gohar Himachal Pradesh Mandi Hp 175045 In