OFFER LETTER

Dear **Ujjwal Sharma**

Congratulations! Further to your application as a **Software Engineer** with us and the subsequent selection process, we are delighted to offer you the role of **Software Engineer** in our organization. As per the agreed terms, you have to work Monday to Saturday (9 AM - 5 PM). The location of your initial reporting will be at Aaklan IT Solution Pvt. Ltd, IT-9A Sitapura, Jaipur. Your joining date will be **January 15, 2026**. If you have any queries about your first day, send an email to hr@aaklan.com.

On your joining date, please bring:

1. Copy of offer letter duly signed and dated by you.
2. Self photographs (passport size, color with white background)
3. One set of printouts of the completed onboarding forms & Originals.
4. Aadhaar card xerox.
5. Relieving documents from the most recent employer. (if applicable)
6. Passport and Pan card xerox.
7. Relevant Education Documents.
8. Last 3 months pay/salary slip (if applicable).
9. Police Verification.

You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is **6 months** but may be extended or confirmed earlier based on your performance and at your supervisor's discretion.

Your CTC Salary shall be Rs.**85,000**/- per month Your individual remuneration is strictly confidential.

You are expected to enter into an employment agreement, which details the scope, terms, and conditions of your work, the necessary training, and confidentiality obligations with our organization.

If you do not confirm your acceptance, this offer letter will be withdrawn. To confirm your acceptance, you are required to sign at the bottom of this document.

Welcome to Aaklan IT Solution Pvt. Ltd. We wish you a long, rewarding, and fulfilling career and look forward to your joining us.

Yours Sincerely

Hr Manager   **Date:**
Aaklan IT Solutions Pvt. Ltd. Jaipur   **Signature:**

*This is a system-generated document for review. Final validity requires company signature and stamp

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