

Date: 03rd, March 2020

Dear Vikash Kumar,

We are pleased to make an offer to you to join 3i Infotech Consultancy Services Ltd at **3i Infotech, C-57, Sector 57**. The details of the offer are as follows:

Position: Senior Associate

Designation: Senior Software Engineer

Effective Date: 09th, March 2020

Reporting Manager: Sharad Kumar

Detailed Salary Structure

Location	3i Infotech, C-57, Sector 57
Grade	G3
Designation	Senior Software Engineer
Components	Per Annum(INR)
Basic	1,84,800
HRA	92,400
LTA	10,000
Supplementary Allowance	2,66,600
Statutory Bonus	9,600
PF Employer	21,600
Total Fixed Pay	5,85,000
Total CTC	5,85,000

* Gratuity & Insurance are over and above TFP.

Please email / Accept in the System ***within 3 working days*** from the date of offer.

You may treat this email communication as a confirmation of the offer. Please proceed with resignation / exit formalities with your current employer as soon as possible and finalize the relieving date.

Please note that the soft copy of the offer letter provided is valid. You will receive the same hardcopy at the time of your joining.

Upon receiving your acceptance, we will proceed with the on boarding processes that include two emails you will be receiving to access our Step-In portal and other information for first day preparation and logistics arrangements.

Please be aware that 3i Infotech follows a stringent background verification policy. By accepting this offer, you agree to submit all required documents to formally initiate the background verification process.

Please inform your recruiter immediately, should there be change in your employment terms.

Thank you and we look forward to your early acceptance.

Regards,

BIJU JOSEPH

HRMG

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