

Scopeworker LLC
33 S Wood Ave #637
Iselin, NJ 08830, USA

October 16th 2020

Employment Offer Letter

Dear **Vivek Bindal**,

We are delighted to offer you the full-time position of **Software Engineer** with our company, **Scopeworker LLC**. It is intended for you to commence your employment no later than **16th November 2020**.

Please read the offer letter carefully and provide us with your acceptance by signing and returning a copy of this to us.

Location:

You will be based at our Gurgaon office, although you may need to travel to different locations as and when required.

Salary and Bonus:

1. Your salary will be **Rs 18,00,000** per annum.
2. You will be eligible for early joining bonus of **INR 70,000** (Payable at Probation period completion) if you joins us within 30 days from the date of issue of the offer letter.
3. The salary is all inclusive and there is no variable bonus portion.
4. The base salary will be paid on a monthly basis.
5. Refer salary annexure, below for details

Payroll Partner

Scopeworker has partnered with Mannara Technologies Pvt Ltd for executing payrolls to the employees.

Leaves

You will be entitled to annual leaves in accordance with the applicable laws and the policy of the company.

Probation

Your probation period would be of one month for your date of joining in fulltime capacity. The company reserves the right to terminate your employment by providing one week written notice. However, in case of gross misconduct or commission of a serious breach by you, the company is entitled to terminate your employment with immediate effect with or without any prior notice.

Sole Employment.

The Employee shall not, during the term of his employment with Company, be engaged in any other employment, freelance or business activity pursued for gain, profit or other pecuniary advantage. This shall not, however, be construed as prohibiting the Employee from engaging in personal investments which do not conflict with his responsibilities to the Company

Additional clause

This offer to employment forwarded, is based on the information furnished by you at our initial discussion, and considers that your salary amounts to INR 10,75,000 per Annum. If the employer finds a discrepancy/deviation from the above in the salary and income proof, furnished by you through the documents submitted as the basis of salary negotiation, the employment offer letter stands terminated with immediate effect.

Termination

The Employee may terminate the employment by providing three months written notice. Post probationary period, company reserves the right to terminate the employment by providing one month written notice. The company reserves the right and has sole discretion to either allow the employee to serve the notice period or may give payments in terms of Employee's salary in lieu of the number of days left to be served in the notice period.

However, in case of gross misconduct or commission of a serious breach by you, the company is entitled to terminate your employment with immediate effect with or without any prior notice.

Acceptance

You would have to submit below documents by **October 17th 2020** at the earliest. This submission will thereby indicate your acceptance of all clauses and content of the documents as binding on you.

- Signed copy of this Offer Letter
- Updated salary slips of past 3 months
- Proof of resignation from last employer, company or institution

You are required to report to Raunak Gupta, Product Manager upon your joining the Company.

We look forward to having you as part of our team.

Yours Sincerely,

For Scopeworker LLC



Pallavi Mishra
Manager – HR and Talent Acquisition

Salary Annexure

Employee Name : Vivek Bindal		w.e.f 16-11-2020	
A)	Monthly Benefits	Per Month	Per Annum
	Basic Salary	45,000.00	5,40,000.00
	House Rent Allowance*	18,000.00	2,16,000.00
	Conveyance Allowance	1,600.00	19,200.00
	Telecommunication Reimb**	2,000.00	24,000.00
	Medical Allowance	1,250.00	15,000.00
	Shift Allowance	10,000.00	1,20,000.00
	Fuel Allowance**	10,000.00	1,20,000.00
	Others	54,882.00	6,58,584.00
	Total	1,42,732.00	17,12,784.00
B	Company's Contribution		
	PF***	5,400.00	64,800.00
	Contribution to Gratuity Fund****	1,868.00	22,416.00
	Total	7,268.00	87,216.00
C	CTC Total	1,50,000.00	18,00,000.00
	Bonus		
	One time Joining Bonus payable in case of joining on or before 16th November	0	70,000.00
D	Gross Total	1,50,000.00	18,70,000.00

Note:

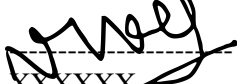
- 1) The Company will deduct TDS as per prevailing Income-Tax Laws.
- 2) * Taxable as per IT Rules
- 3) ** Taxable in case supporting documents are not submitted to the Company
- 4)*** As per the statutory requirement, Company will contribute 12% of the Basic to the employee Provident Fund Account. An equal amount will be contributed to the Fund by the employee which will be deducted from the Monthly Gross salary of the employee. This will not be applicable for those who are not member of EPFO Scheme.
- 5)****As per Gratuity Act 4.15% of Basic is contributed toward gratuity fund.

For Scopeworker LLC



Pallavi Mishra
Manager – HR and Talent Acquisition

Accepted and Signed by: **Vivek Bindal**



XXXXXX
Date: **10/16/2020**
MM DD YYYY