

03/11/2021

**Mr. Sahil Shaikh**

At Kakadi Post Kelwad Tal.Koregoan Di. Ahmednagar Kakdi Rahata  
Ahmednagar, 423107

Dear **Sahil**,

**Welcome to TietoEVERY family!**

We are pleased to offer you the position of **Junior Functional Consultant** in Tieto India Private Limited (hereafter referred to as 'Tieto'). The terms and conditions of the Letter Of Intent are given below.

1. Your place of joining will be **Pune**.
2. You are expected to join as early as possible, and not later than **01/12/2021** failing which we presume you are not interested in pursuing a career with us. Accordingly, this offer will be withdrawn and treated as cancelled. Your reporting time on the date of joining is **09.30 AM**.
3. Your fixed annual salary package will be INR 450,000.00 (Rupees Four Lakh Fifty Thousand Only)
4. You will be on probation for a period of six months. Based on the continuous comprehensive evaluation of your performance during this period, your services will be reviewed for confirmation.
5. Notice Period: Employee can leave the Company by giving two months' advance notice or two months' gross pay in lieu of notice period. The notice period will be computed exclusive of leave taken by the employee. No resignation notice can be given during the period of leave or weekly off. However due to exigencies of business the Company may at its sole discretion reject the gross pay in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
6. This offer of employment is conditional and subject to your clearance of the background verification and/ reference checks by an external agency designated by the Company.
7. This is not a regular offer of appointment but a Letter of Intent. The formal letter of appointment will be issued when you join the Company.
8. Please submit the following at the time of your joining:
  - A copy of the experience letter and relieving letter / resignation acceptance letter from your present employer
  - One passport size photograph
9. We reiterate that your compensation is a confidential matter between you and the Company and we will view any breach of confidentiality with the utmost seriousness.

You would be governed by applicable TietoEVERY policies, guideline and processes related to your employment.

We once again would like to thank you for your interest in seeking a career with TietoEVERY and hope you will have a fruitful and successful career with us.

Yours sincerely,

TietoEVERY, India Recruitment

**No signature is required as this is a system generated letter.**