
OFFER LETTER

Date: 03/12/2020

To,

Shivane Abhay Vaishya
Professor Colony, New Town, Badnera, Amaravati, Maharashtra
-444701

Dear Shivane Abhay Vaishya,

We at **Peocit Software Solutions Pvt. Ltd.** are pleased to induct you in our esteem organization as **Software Engineer Trainee** with reference to your application dated **03/11/2020**. We would like to confirm your appointment based on the acceptance of the following:

1. Your joining date with **Peocit Software Solutions Pvt. Ltd.** will be **03/12/2020**.
2. Your total CTC salary will be 20,000.00 (Rupees twenty thousand only) per month. Subject to various deductions as per companies and government policy.
3. You will be joining at **Pune**, However during employment with the Company, you may be posted / transferred to any other Sector or Branch needed as per requirement.
4. The Company expects you to work with a high standard of initiative, efficiency and economy. You are expected to strictly follow the various company policies i.e. Ethical Policy and Quality Policy.
5. You are suppose to submit the following Documents at the day of your joining in **Peocit Software Solutions Pvt. Ltd.** The Documents are:
 - I. Mark Sheet and Certificate of all educational Qualification
 - II. Address Proof.
 - III. ID Proof.
 - IV. 5 Passport Size Photographs.
 - V. Offer Letters (Last Employers).
 - VI. Appointment Letters (Last Employers).
 - VII. Releiving Letters (Last Employers).
 - VIII. Salary Slips (Last Employers).
6. Notice period will be of 2 months in case of Resignation.
7. Probation period will be of 3 months from joining date.

Please sign the attached copy of this Letter as a token of acceptance of the terms and conditions embodied

We welcome you to our team for a long, successful and mutually rewarding relationship.

We welcome you to **Peocit Software Solutions Pvt. Ltd.**

Deepak P Surana
Director

Shivane Abhay Vaishya