

Date: 16th May 2022

Ms. Pooja Ranjit Kothawale

Subject – Letter of Appointment as Software Developer Trainee

Dear Pooja,

Welcome to **Swabhav Techlabs Solutions Private Limited & AurionPro Solutions Ltd.**

This is to confirm that we offer you assured placement as a Trainee-Programmer at **AurionPro Solutions Ltd. at the end of the Enterprise Solutions Web Developer Course at Swabhav Techlabs.**

1. Composition and Benefits:

- i. As compensation the company shall pay you a fixed compensation of **Rs. 450,000/-**per annum.
- ii. You'll be on a training period for 3- 6 months at Swabhav Techlabs post which you'll be inducted as a **full stack developer at AurionPro.**
- iii. You shall be eligible for leaves, reimbursements, allowances, etc. as per company (AurionPro) policies.
- iv. Your probationary period will be of 3-6 months whereby you'll receive compensation of INR 3.5 LPA
- v. The company (AurionPro) shall be entitled to make deductions from your salary and compensation for Income tax or any other tax levied by the government to be deducted at source, recovery of advances or for adjustment of overpayment, deduction in salary due to unauthorized absence from duty or any other legitimate deduction.
- vi. Compensation will be reviewed at the sole discretion of the company (AurionPro) and shall be based on the satisfactory performance of the employee.

2. Probation and confirmation

You will be on probation for a period of Three – Six months from the date of joining. On successful completion of your probation, you will be confirmed as a permanent employee.

3. Other terms and conditions

The student would be placed, as a trainee for the first three-six months and then subject to performance would be confirmed as a permanent employee.

Minimum Work Period: Candidate agrees that the Role and Areas of Knowledge required to perform duties, warrant necessary training to Candidate from AurionPro Solutions Ltd and substantial investment of Time and Effort to help him/her perform the role.

Discontinuing services from the Candidate's side would result in substantial losses to AurionPro Solutions Ltd. Hence Candidate agrees to work for a minimum period of **Two years after the probationary period.**

- Have at least 90 % attendance in the training
- Complete all assignments and periodic assessments
- Score at least 70 % aggregate in all the assessments
- Abide by all the disciplinary rules and regulations
- Students will have to provide a security bond (as per prevailing HR rules at the time of joining).
- After completion of the Course, the Company (AurionPro) shall proceed with joining formalities.
- In case, there are changes in Terms and Conditions with reference to Location, Role, Technology, etc. and the same is not acceptable to the Student, Swabhav Techlabs shall not be responsible for the same.

4. Resources

- Students will use their own laptops and Study material during the lecture.
- Swabhav Techlabs will not be responsible for any hardware and software problems.
- Upon failing to adhere to any of the rules mentioned above, the company reserves the right to not issue any Certification or Placement.

5. Bond

Not complying with either or all of the above clauses would lead to a legal action taken by the organization. The subjected student would also be asked to pay the sum of Rs. 200,000 additionally due to non-conforming of the said agreement.

You are requested to sign the duplicate copy of the appointment letter as acceptance of the terms and conditions of the appointment.

Welcome once again and here is wishing you a great tenure and career with Swabhav Techlabs

I have read, understood, and agree to the terms and conditions as set forth in this offer letter.

Sincerely,

Dhwani Shah
HR and Admin

Signed & Accepted

Signature:

Name: Pooja Ranjit Kothawale

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