

Ref No.: 146036/2021**Sep 10, 2021****Viraj Jallapelli**Sr No. 77/1/2, Pathare Vasti Lohegaon Pune
Pune, Maharashtra, 411047**Subject: Employment Letter****Dear Viraj Jallapelli**

We are pleased to inform that you have been selected for employment with us as **Associate Consultant** (GCM Level **GCM 1**). Your total emoluments are **Rs.340,000/-** per annum, as described in Annexure A.

You will be on training for a period of one year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

On successful completion of training, your services will be confirmed in writing by the Company and thereafter, subject to any other agreement or understanding between you and the Company, either party can terminate this employment agreement by providing a written notice or payment of basic pay of 90 days, to the other party. The notice period shall be 30 days during training period and 90 days thereafter. This offer is subject to your satisfactory completion background verification. Your retention in the company's employment will be subject to your continued medical fitness. The company reserves the right to ask you to undergo medical examination as and when considered necessary.

You are requested to be available for your virtual onboarding on **September 15, 2021** at 10.00 am and your work location will be **Pune**.

This offer letter is subject to completion of below mentioned Terms and Conditions: -

You shall successfully complete and submit the Graduation/Diploma/Post-Graduate certificate from your college/university with a minimum percentage of 60% or higher within 90 days from your date of joining the company, further there should be no standing backlog.

If you fail to successfully complete your exams as mentioned above and/or to submit the above-mentioned documents in timely manner, this offer stands automatically withdrawn without any further consent from you. The company reserves right to modify the terms and conditions as and when needed.

The Company shall conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details and all the documents furnished by you to the Company. By accepting this offer, you agree to abide by all Atos|Syntel policies and procedures as well as the terms and conditions annexed hereto.

Campus Hire Induction Program

As you are selected through direct Campus Hire Recruitment, you will undergo Campus Hire Induction Program which is required to train and develop your skills that are essential and suitable for your job role. This program is normally expected to be for a fixed duration as per the business requirement. There would be multiple assessments conducted throughout the program at regular intervals and you are required to score the ascertained passing percentage in the assessments. Failure to score the ascertain passing percentage, Atos | Syntel reserves the right to terminate your employment.



Any communication regarding your terms of employment, or compensation must be in writing and signed by an authorized human resource ("HR") representative of Atos|Syntel. You agree that no commitments have been made by the Company that are not expressly contained in this letter. No other communication, document, etc. will be binding or effective unless expressly agreed to in writing and signed by an authorized HR representative of Syntel Pvt. Ltd.

You may be assigned and / or deputed to any other location / subsidiary / affiliated companies / divisions / associates whenever the Company may deem fit. Failure to report to an assignment will be grounds for disciplinary action, including but not limited to termination of employment.

Please return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

We take this opportunity to welcome you into Atos|Syntel family and look forward to a very fruitful association with you.

Yours sincerely

For SYNTEL PRIVATE LTD,



Adarsh Krishna
Deputy General Manager - HR

Encl: Acceptance Copy & Annexure A, Terms and Condition & Checklist

I accept the offer on the stipulated terms and conditions and shall join Atos|Syntel on

15/09/2021 date and signature 



Annexure A – Salary Distribution

Name : Viraj Jallapelli
Designation : Associate Consultant
GCM Level : GCM 1
Career Track: : Operations

Pay and Allowance	Rs Per Annum
Basic Pay	140000
Co's Contribution to Provident Fund	21600
House Rent Allowance	70000
Advance Statutory Bonus	30700
Basket of Allowance	77700
Annual Cost to Company (CTC)	340000

Notes:

1. The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
2. All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on Statutory regulations.
3. As per Company policy, you will be covered under a company provided Medical Insurance.
4. You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident Fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.
5. Advance Statutory Bonus amount is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in the future. The frequency of payment of "Bonus" Component is subject to further modification as per Management Discretion.



Adarsh Krishna
Deputy General Manager - HR

