
Offer of Employment

Date: 19.01.2022

To,
Tejas Dorge
Ahmednagar, Maharashtra

Dear Tejas,

Congratulations upon your selection and choosing Amazatic Solutions LLP as your next career partner! We are pleased to offer an employment with us at our **Pune office**. You will be designated as 'SDE – I'. Work life at Amazatic Solutions LLP is all about exciting new challenges for mutual growth. We invite you to be a part of the journey to make it even a better place!

The following are the terms and conditions of the offer: -

- You will be on a training period of around 3 months from the date of joining.
- Your monthly stipend during this training period will be **INR 20,000**.
- Your further continuation of services as a full time employee shall be considered after review of your performance during training period.
- Based on your performance review we shall also revise your monthly compensation.
- You are eligible for 1 paid leave a month during your internship.

We would look forward to your joining us for an exciting journey ahead.

Yours sincerely,

For:Amazatic Solutions LLP



Yashoda Powar
People Operations Officer

Kindly note the following key points:

1. Based on our mutual agreement, you are expected to join Amazatic Solutions LLP from **24.01.2022**.
2. You will be governed by the general terms & conditions and the rules & regulations as applicable to the employees of the Company.
3. Key roles and responsibilities of job will be explained at the time of Joining.

Additional Notes to Offer Letter

Validity: This offer is valid till 2 days from date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.

In case you decide to end your employment with the Company before completing one year of employment, the company retains the right to recover any expenses incurred at the time of joining. In addition, if the company has incurred any expenses towards Training/Visa/ Work permit processing etc., the company retains the right to recover the same.

Notice Period: Employment appointment may be ended by either side with a notice period of **1 month** or pay in lieu of notice. The discretion to accept pay in lieu of notice rests with the Company and you will be bound by any such decision, which will be taken based on work exigencies and you therefore may be required to work through the notice period.

Assignments & Deputations: You may also be assigned and /or deputed to any other location for fulfilling the company's business needs. This could include client locations, group companies, or a subsidiary and any other location as a representative of 'Amazatic Solutions LLP' or its group companies.

Documents to be brought on the date of joining

Original & 1 set of photo copies to be brought on the date of joining

1. Proof of date of birth (Driving license/PAN Card/Passport Copy/School Leaving Certificate/Birth Certificate etc.)
2. All Educational certificates
3. Appointment Letter, Relieving letter & Salary Certificate from the last employer
4. Experience / Service certificates from your previous employers
5. Form 16 and IT returns for the last year
6. Contact details of previous employer
7. PAN Card (Mandatory) 2 copies of the PAN card required for Bank account opening formalities.
8. Proof of Permanent Address (Driving license/Passport/Voter's ID)

9. Four passport size photographs of self.
10. Copy of Passport (if available).

Please note that absence of proofs of date of birth would result in exclusion from Company Insurance Coverage, Gratuity and Provident Fund etc.

Annexure 3: Joining Details

Joining Date: **24-01-2022**

Day: **Monday**

Reporting Time: **9:00 AM**

Venue/Office Address:

**Amazatic Solutions LLP, Office 712,713, 716 Spot 18 Mall,
Jagtap Dairy Chowk, Pimple Saudagar, Pune-411027.**

Please bring a copy of this offer letter with you on the date of joining.

For any further assistance, you can contact Yashoda Powar—People Operations Officer at Phone: 9921172617
Office 712,713,716 Spot 18, Jagtap dairy chowk, Pimple SaudagarPune, 411027 Maharashtra.



**Your Sincerely,
For Amazatic Solutions LLP,**

Received and Accepted By Candidate: