

RAKHOO INDUSTRIES PVT. LTD.

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CIN : U29221PN2013 PTC 147623



RAKHOO

INDUSTRIES PVT. LTD.
ISO Certified Company

Dear Mr. Pratik Somnath Gaikwad

Sub: Letter of Appointment

Further to our discussions and the subsequent offer, we are pleased to give you this letter of appointment, setting out the details of your employment with our company. You are being appointed to the position of **Jr Design Engineer** This appointment takes effect from **15th July, 2022**.

Salary break -up

the rules and regulations and general information of the terms of appointment are as follows:-

- Basic Consolidated CTC Salary - INR 195000/- (PA)
- Medical Insurance - Company's mediclaim policy is applicable
- Bonus - As per the government rules as applicable.

Your monthly carry home salary will be directly credited to your bank account. The Payroll Administrator will provide the details to you. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time.

Working Hours:-The normal office hours are at present 8.30 a.m. to 5.30 p.m. with half hour for lunch from 12.30 p.m. to 1.00 p.m., 6 days a week. You may have to work in shift as your work demands. You may be required to work outside these hours from time to time depending on the requirements of a particular engagement.

Leave -15 calendar days and 3 Casual leave per full calendar year.

For first six months of your employment constitute a probationary and you are not entitled for any leave.

You will abide by the rules and regulations of the Company as may be in force from time to time. You are required to sign and submit a copy of this letter of appointment as a token of your acceptance of our terms and conditions.

Your appointment is subject to your being found medically fit for employment. This letter of appointment is based on the information furnished in your application for employment and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice. The employee will have to give a minimum of **two months'** notice to the company in case he wishes to resign from the services of the company. All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such. Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax rules.

We welcome you to our organization and look forward to your contribution to the growth of the organization and yourself.

Sincerely,

For Rakhoo Industries Pvt Ltd

Authorized Signatory

