

# Reliance SMSL Limited

Ref No. HR/SEP/21/K2/50928449/1001031417

Date: 09.09.2021

Siddhesh Landage

## Offer cum Appointment Letter

Dear Siddhesh,

This is with reference to your application and subsequent Test and Interviews you had with us. We are pleased to offer you an appointment as **Sales Associate** in the employment of the company subject to your joining on or before **13.09.2021**. The offer shall automatically lapse if you do not join. Reliance SMSL Limited is engaged in the business of providing outsourced human resource services to their clients. Accordingly, you are assigned to our client to work as **Sales Associate** in Grade **K2** and shall perform duties that are assigned to you in connection with the Clients' business at their premises as may be advised from time to time. You will receive an Annual Gross Compensation (including Basic and allowances) of **Rs. 156000/- per annum** as below:

|                      | Rs. per month |
|----------------------|---------------|
| Basic                | 6500          |
| HRA                  | 6500          |
| Conveyance Allowance |               |
| Monthly Gross        | 13000         |
| Annual Gross         | 156000        |

You will be covered by applicable statutory benefits such as PF, ESI and Bonus etc. The compensation is subject to prevailing tax and other laws, policies, rules and guidelines. You are expected to keep your compensation strictly confidential.

Your appointment and subsequent continuation of employment with the Company is strictly based on your consistent delivery on the agreed performance parameters and compliance with the values and guidelines of the organization. The tenure of your employment shall be subject to the requirement of the services provided by us to our client and shall also be subject to the requirement of deputation or completion of the project with the client.

The terms and conditions in this letter and the annexures thereto will form terms of appointment upon your joining.

Please sign and return a copy of this letter as a token of your acceptance of the terms and conditions of employment and return the same to HR at the earliest.

Please note the documents to be submitted on your date of joining as part of joining compliance.

We wish you a long successful association with us.

Yours faithfully,

For Reliance SMSL Limited



Authorized Signatory

Signature of the Employee:

Encl: Terms and Conditions of Employment - Annexure - I

  
Principal  
Tuljaram Chaturchand College  
Baramati

