



Connections Direct India Pvt Ltd

Date: 6<sup>th</sup> Sept 2023

To,

Kajal Sanjay Shelke

Sub: Offer Letter

Dear Kajal,

Welcome aboard!

With reference to your application and subsequent interview, we are pleased to offer you the position of CSE from 24 August 2023 in our organization for Pune Location. Your consolidated salary remuneration will be 12,700/- Per Month.

The terms and conditions are mentioned below:

If at the end of six months, you do not receive the letter of confirmation, then the period of probation shall deem to have been extended for a period as decided by the organization.

1. During the extended period of probation, the organization can terminate your service on 15 days' notice & salary in lieu thereof without assigning any reason.
2. In the event of you leaving the organization during the probation period, you will need to give the organization 30 days' notice in writing; else no claim to salary and other dues would be eligible for payout from organization. Clearance of dues will be as per organization's rules. After the confirmation, in case of you leaving the organization, you need to give 30 days' notice to organization.
3. At the end of your tenure with the organization, all promotion material belonging to the organization / its principals will have to be returned to the organization
4. During the period of probation you shall not be entitled for any leave benefits.
5. If you remain absent without obtaining reason of leave(s) or overstay leave for a continuous period of 3 days you will lose lien on your employment and this action of yours will be deemed to repudiation of your contract of employment.
6. During the period of probation and confirmation, the management is entitled to transfer you in any place in India and you would have no objection whatsoever.
7. During the period of service you shall observe strict confidentiality of the business functioning, doing otherwise will lead to termination of the job.

8. Detection of false/ambiguous information submitted by the employee during his/her tenure with the organization shall be treated with utmost contempt and the management will have the right to terminate his/her services without prior notice thereby overruling Clause 3 & 4.
9. You will lose claim on all dues payable to you, if any kind of fraud, data leakage, and unwarranted / unethical practice with external customer or internal employees is committed by you during your tenure and would also result in legal action like lodging an FIR with the police.
10. Incentive/ commission if any, will be payable only if you are on the organization rolls on the date of release of incentive/commission.
11. You shall abide by all the other Rules and Regulations of the organization.
12. Salary is subject to assured minimum guaranteed performance entrusted to you.
13. Training Amount will be recovered as per below terms in case employee resigns within 3 months from their date of joining.
14. You will be on payroll from day 1 of your joining.

Please acknowledge your acceptance for the above-mentioned post.

With warm regards,

For **Connections Direct Pvt. Ltd.**



(Authorized Signature)

*Ingarale*

I have read and accepted the above terms and conditions fully.

Name : \_\_\_\_\_ Signature \_\_\_\_\_ Date : \_\_\_\_\_