

Offer Letter

2nd July 2021

Chittoor, Andhra Pradesh.

Dear Princy,

We refer to the several rounds of discussions that we have had about your candidature for a suitable opening in our organization.

This letter is to confirm to you that, based on the discussions we had, we are pleased to offer you a position in our organization as "**Analyst**" at Chittoor.

As discussed with you, we would expect you to take on your responsibilities in our organization on or before **07th July 2021**.

You would be provided with a formal appointment letter at the time of your joining. Please note that you will be governed by all the rules and procedures of our organization.

Your total compensation would be **Rs. 11,500 per Month**, the break-up of which has already been discussed with you.

Please do note that this offer of employment is being made based on the discussions that we have had and all the information that you have disclosed to us, both in your resume and in the discussions that we have had so far.

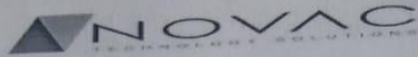
If any of the information provided by you turns out to be misleading or not truthful, this offer would stand automatically withdrawn. Also, if we come to know that you have withheld any relevant information, this offer would stand automatically withdrawn.

We look forward to a long and mutually beneficial relationship.

Yours sincerely,

From Borassus Infotech,

A. Banu
Bala Prasad A
Human Resource
BORASSUS INFOTECH
CHITTOOR



Letter of Intent

Date: 07/07/2022

Dear T. Jyothi

With reference to your application and subsequent interview you had with us, you have been shortlisted for the position of Customer Support Executive- Trainee in Novac Technology Solution - Contact Centre.

You are required to do the joining formalities in our office at Chennai.

This letter of Intent is subject to satisfactory reference checks and verification of documents submitted by you with the company. During the reference check and/or during verification of documents, if any information or document provided by you at any stage is found to be incorrect/false/nonexistent/fudged etc. the company reserves the right to withdraw this call letter without further notice. Please note that the company shall not be liable to pay any compensation or damages or remuneration etc. of whatever nature to you in such eventualities.

Please sign and return a copy of this letter indicating your acceptance of the above terms. Your date of Joining will be no later than 08/08/2022

Your Annual CTC Salary will be Rs. 1,80,000 /-of which Rs. 15,500 /-will be paid as monthly fixed Gross salary.

With best wishes and regards

Yours Sincerely,
Novac Technology Solutions.

HR DEPARTMENT

I have read & understood the contents of this Letter of Intent and accept the same.

Signature of Shortlisted Candidate:

Name : T. Jyothi

Address :

Contact No :

Date:

Place:

Novac Technology Solutions Limited.

Plot No2, Developed Industrial estate, Perungudi, Chennai - 600 096.



July 11th, 2022

Name : S Ayesha
Employee Code : 137689
Location : CHITTOOR - 2

Sub: Appointment Letter

Dear S Ayesha ,

We are pleased to confirm your appointment with Fincare Small Finance Bank on the following terms and conditions:

1. **Effective Date:** This appointment is effective **July 11th, 2022**
2. **Designation, Band-Grade and Reporting:** You will be designated as **OFFICER - CUSTOMER SERVICE in & OFF2** grade and reporting to **DEPUTY UNIT MANAGER - CONTACT CENTER**
3. **Probation Period:** You will be on probation for a period of six months from the date of your appointment. You shall be deemed to be confirmed after completion of probation period unless otherwise informed, which shall be liable to be extended for a further period of two months or such other period at the sole discretion of the management.
4. **Place of work:** You will initially be deputed to **CHITTOOR - 2** Office. You are liable to be transferred in such capacity as the Bank may from time to time determine, to any other location, department, establishment, or group companies of the Bank or its affiliate, associate, group or subsidiary companies subject to the provision that your remuneration will not be adversely affected. In such case, you will be governed by the terms and conditions of service applicable to the new entity.
5. **Compensation:** Please refer **Annexure- A** for details of your compensation and benefits.
6. **Increment:** Your increment and future prospects with the Bank depend upon you meeting your individual goals as well as the Bank meeting its performance goals. Increment in no case will be a matter of right.
7. **Restructuring:** Your salary components may be revised as per compensation guidelines decided by the management from time to time. Any change in your status or compensation will be communicated to you by the Bank through your Supervisor/HR team.
8. **Job Responsibilities:** A detailed job description with specific responsibilities and goals is available for your position and you are required to discuss the same with your supervisor.
9. **Assignment:** Though you have been engaged for a specific position, the Bank reserves the right to determine the type and range of work you may be subsequently called upon to perform. The Bank may modify or reassign your responsibilities, reporting arrangements, location and designation at its discretion and as required to meet the business requirements.



Offer Id : 63548

V Architha

142/Shri hare Bangalore stopping road near coles Park drive nagar Bangalore



Letter of Engagement

Dear V Architha

We are pleased to engage you as Digital Interaction Advisor at 24/7 Customer Pvt.Ltd., Prestige Tech Platina-2 Kadubeesanahalli Village, Varthur Hobli, Outer Ring Road Marthahalli, with effect from 26-Sep-2022. Your contract will terminate on 31-Dec-2022 and during its currency will be subject to the following terms and conditions:

1. Accountability:

You will report to the Manager.

2. Working Hours:

You will be required to work eight hours a day (excluding breaks) and forty hours a week for five days a week in any one of the shifts during the day or night. Your duty hours will be fixed from time to time depending upon the exigencies of the business. As and when required by the Management, you shall work beyond the normal working hours and on your weekly off days and holidays, in accordance with the statutory provisions applicable.

3. Remuneration:

Your cost to the company (CTC) will be as per Annexure I enclosed. You will be eligible for two days of paid leave per month of service. On joining the company, as a prerequisite, you need to undergo and successfully complete the Foundation Level Training and Process Level Training. In the event of your inability to pass the same, your services are liable to be discontinued. For any unauthorized absenteeism during the FLE/PLE stage, your services are liable to be discontinued from the very next day. Only exception allowed is on medical grounds, provided the trainer is intimated in advance. In the event of such authorized absence exceeding more than two days, you will be required to restart the program from the beginning.

4. Duties:

You shall perform such duties, observe, and conform to such directions as may be assigned or communicated to you by the Management or such officers who are placed in authority over you.

5. Address:

You will keep us informed of any change in your residential address. In case of your inability to do so, any communication sent at the address available with the Management will be deemed to have been served on you.

24/7 Customer Pvt.Ltd., Prestige Tech Platina-2, Survey Nos.32/1, 32/2, 34/1, 34/2, 34/3, 34/4,
Kadubeesanahalli Village, Varthur Hobli, Outer Ring Road between Sajapur and Marthahalli, Bangalore-560087.
India, Tel:+91794222247, Fax:+9120982666, www.247.ai.