

Date: 26<sup>rd</sup> JULY 2021

Letter of Offer for Employment

To,

DEVADATHAN M S  
MULACKAL HOUSE,  
VARANDARAPPILLY P0  
THRISSUR DIST,  
KERALA - 680303

**Dear DEVADATHAN,**

**Sub: Letter of Offer for Employment**

With reference to your application and subsequent interviews/discussion you had with us, we are pleased to offer you the position of **Junior System Administrator- Trainee (under the provisions of standing orders Act)**.

You will be paid gross emoluments as detailed in Annexure – 1A.

Your employment with us will be governed by the terms and conditions as detailed in Annexure – 2A

Your offer has been made based on information furnished by you. However if there is a discrepancy in any details furnished by you for procuring this job we retain the right to review our offer of employment and take any necessary action as management deems fit.

Employment as per this offer is subject to your being medically fit.

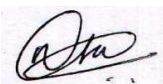
Please sign and return duplicate copy of this letter in taken of your acceptance.

On accepting this letter, you will be entering into a contract with the company as a minimum commitment towards the company for a service period of eighteen months.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming the best in the industry. We assure you of our support for your professional development and growth.

With Best Wishes,

your truly,



For **NELUX Technologies Pvt Ltd**

**NELSON VARGHESE**



**Annexure – 1A**

**CompensationPackage**

Your Stipend will be INR 10,000 (Ten Thousand) per month.

After successful completion of three(3) months internal training, you are eligible for the monthly Stipend of Rs.12000/- month.

<b>MONTHLY COMPONENTS</b>	<b>Monthly (in INR)</b>		<b>Annual (in INR)</b>	
Stipend	10,000		120,000	
<b>Total</b>		<b>10,000</b>		<b>120000</b>
<b>RETIRALS</b>				
PF (Employer contribution)		0		0
<b>Total</b>		<b>0</b>		<b>0</b>
<b>Stipend/Month</b>		<b>10,000</b>		<b>120,000</b>

Professional Tax, Income Tax and other statutory deductions will be made from your salary as and when applicable.

Name:

Date:

Signature:



## Annexure – 2A

### **Work Location**

Your initial work location will be NELUX Technologies, Vazhapilly Tower, Koratty. The work location can change based on the organization requirements.

### **Tax Implications on Salary**

You are individually responsible for all declarations and implications arising thereof for all personal Income Tax purposes.

### **Employment**

You will devote all your time and give your best endeavors to diligently discharge your duties and shall not, during your period of your employment with us enter into services of, or be employed in any capacity or for any purposes whatsoever by any person, firm or corporation other than NELUX Technologies Pvt. Ltd., and that you will not during the said period of your employment be engaged in any business, enterprise or undertaking other than this employment.

### **Confidentiality**

It is specifically understood and explicitly binding upon you that you shall not at any time disclose divulge or communicate to any person or persons any information whatsoever or secrets of confidential nature related to activity trade or business and agrees to take reasonable security measures to prevent accidental disclosure of any of the company's sensitive information.

### **Probation**

You will be on probation for a period of three months from the date of joining which may be extended at the sole discretion of the management for a further period as considered appropriate.

### **Increments and promotions**

After successful completion of your one year service (based on the date of joining) with the company, the terms of employment, increments and promotions will be reviewed. Your growth in organization, increments and performance bonus if decided then, depending upon your performance, as the company may deem reasonable and appropriate.

### **Leave**

Leave benefits are subject to the rules and regulations of the company. Company will not encourage any leaves during the training period unless it is an emergency.

### **Working Hours**

The standard working week of the office is six days a week and your off day can fall on any day of the week.



### **Shifts**

You will be required to work in shifts. It is expressly made clear herein that your applicable timings of work would be as decided and notified to you by the company, and by accepting this appointment letter you will be deemed to have given your consent to work in shifts.

The company reserves the right to alter the shift timings from time to time.

### **Responsibilities**

In view of the trust and confidence reposed in you, you must effectively perform to ensure results and you will be expected to work extra hours to achieve the set targets, whenever the job so requires.

You may also be sent on training, deputation assignments to sister or associate companies or to third parties whether in India or abroad and are expected to participate in them. You will be governed by the rules and regulations in these regards as may be applicable to you from time to time.

You will have to execute additional duties or take charge of other positions as per the requirement of the company.

### **Exit**

If you are resigning from the services of the company, you are subjected to give the company 60 days prior notice only after finishing the 18 months service (contract) with the company. And you will not get any documents from company side also you must provide compensation back to the company, if you are resigning the company before the contract period.

### **Other terms and Conditions**

After the expiry of this agreement, you agree not to compete with the company for a period of 12 months.

### **Agreement**

‘I agree to accept employment on the terms and conditions mentioned here’.

**Signature:**

**Name:**

**Date:**