

Satish Vulli

09th August, 2021
Ref ID: SV/141010

OFFER OF APPOINTMENT

Dear **Satish Vulli**,

With Reference to your application for employment and subsequent interview you had with us, we are pleased to appoint you for the position of **“Jr.NetSuite Functional Consultant”** with **Siyavedhas software services LLP**, Your start date will be **09th August, 2021**. We are awaited to see your courage, determination, & potentiality towards your work as well as organizational goals in terms of its reputation & profitability.

Please review this summary of terms and conditions for your anticipated employment with us.

- You will be required to work from Monday to Friday (9:30 am to 6:30 pm) plus any reasonable additional hours that is necessary to fulfill your duties or as otherwise required by the employer.
- Your title will be **“Jr.NetSuite Functional Consultant”**. This is a full-time position. While you are employed at this Company, you will not engage in any other employment, consulting or other business activity (whether full-time or part-time) that would create a conflict of interest with the Company. By signing this letter of agreement, you confirm that you have no contractual commitments or other legal obligations that would prohibit you from performing your duties for the Company.
- You will be placed on probation for first 90 days of your employment with us. Based on satisfactory performance, your service will be confirmed with the company in written. After confirmation, your services can be terminated on one month's notice on either side.
- The Company will pay you a starting salary at the rate **Rs.1,80,000/- (Indian Rupees One Lakh Eighty Thousand Only) per annum**, payable in accordance with the Company's standard payroll schedule. This salary will be subject to adjustment pursuant to the Company's employee compensation policies in effect from time to time.
- You shall not at any time or times, without the consent of Company disclose or make public except under legal obligation any of the secrets, processes, accounts, transactions, records, formulate, specifications, technical and patent information and know-how. You need to understand that this restriction continues to apply after termination of your Appointment.
- It is your responsibility to notify the Project Manager/HR Department of any changes relating to personal data. This includes changes of address/telephone number, changes to banking or taxation declaration details.

COMPENSATION STRUCTURE

Salary Components	Monthly(Rs.)	Yearly(Rs.)
Basic	5,780	69,360
HRA	2,890	34,680
Medical Allowance	1,250	15,000
Conveyance	1,600	19,200
Other Allowance	3,480	41,760
Total (Rs.)	15,000	1,80,000

- On the date of your joining, you may please bring along the following:
 - Proof of age
 - Copies of Educational Certificates
 - Copies of Professional Certificates
 - Experience Certificate and Salary Revision Letters from the previous employer (if applicable)
 - Last pay slip received from the previous employer (if applicable)
 - 3 Passport Size Photographs
 - Form 16 (TDS Certificate) (if applicable)
- As a regular employee of the Company, you will be eligible to participate in a number of Company- sponsored benefits.
- Employment with the Company is for no specific period of time. Your employment with the Company will be “at will,” meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause.
- Like all Company employees, you will be required, as a condition of your employment with the Company, to sign the Company’s standard Proprietary Information and Inventions Agreement.
- You are required to observe and uphold all of the Company’s privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.
- Absence for a continuous period of ten days without prior approval of your superior would result in losing your lien on the service and the same shall automatically come to an end without any notice or intimation.
- You are liable to be transferred to any part of the country and from one job to another job, one department to another, one place to another, one unit to another at the discretion of the Management. If you fail to join at the site as to where you are transferred on the date so mentioned, then you will be given a maximum grace period of Seven (7) days to join. If you fail to do so and you do not join at all; in both of the cases, you shall be treated as leaving the Company immediately.
- The Company reserves the rights to get you medically examined periodically. Your employment will be liable for termination if the Company finds it necessary to do so, on the ground of your being medically unfit at any time.
- You may indicate your agreement with these terms, accept this offer by signing and dating this agreement on or before **09th August, 2021**. Upon your acceptance of this employment

offer, Siyavedhas software services LLP will provide you with the necessary paperwork and instructions.

- Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us. Looking forward for an enlightening professional growth.

Siyavedhas software services LLP,

M Rajashekhar
Director

ACCEPTED & AGREED BY: I am accepting employment with Siyavedhas software services LLP, I have understood and explained in detail the above terms and conditions of employment and agrees to abide by them. I shall commence my employment with you on **09th August, 2021**.

Date: 8/08/2021

Signature: V.B.V. Satish

Place: Rajahmundry

Name: Vulli Bhaskar Venkata Satish