

NIRMAL BUILDTECH INDIA PVT. LTD.

ENGINEERS & CONTRACTORS

Shop No. 1, Blue Heaven, Opp. Tirandaz Municipal School, I.I.T. Main Gate, Powai, Mumbai -400076.
Tel: 9930250938, E-mail: info@nirmalbuildtech.in **CIN U45200MH2007PTC172245**

Date: 25-05-2023

To,
Mr. Santosh Maruti Jaybhaye
At Sonewadi, Post Nimon
Tal: Sangamner, Dist. Ahmednagar
Maharashtra - 422611

Subject: Appointment for post of Civil Engineer.

Dear Mr. Santosh Maruti Jaybhaye

We are pleased to appoint you as a **Civil Engineer** with M/s. Nirmal Buildtech India Pvt. Ltd.
on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 15.06.2023
You will be on probation period for first 1 Year.

2. Job title

Your job title will be **Civil Engineer**.

3. Salary

The salary structure enclosed is for Pune district region. (The salary with CTC 2.42 lacs / per annum will be for Pune district region, which includes EPF, ESIC and Profession Tax)
If you are transferred outside Pune district region, then your salary with CTC 3.0 lacs/per annum which includes EPF, ESIC, Profession Tax, food and accommodation.
(Salary structure for CTC 3.0 lacs / annum for PAN INDIA except Pune is enclosed.)

4. Place of Working

You must work **ANYWHERE IN INDIA**.

5. Hours of Work

You will be required to work for such hours as necessary for the proper discharge of your duties to the Company.

6. Leave/Holidays

- 6.1** Your long leave should be approved by Project Manager.
- 6.2** You should apply in advance for long leave.

6.3 Rejoining after leave should not be missed under any circumstances, as total planning will be affected by that.

7. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post.

8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing / Accepting gifts

You will not borrow or accept any money, gift, reward, or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

10. Termination / Resignation.

10.1 During the Contract Period, you can be terminated by the Company, without any reason, by giving you not less than 1-month prior notice in writing or salary in lieu.

10.2 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence or have committed any fundamental breach of contract or caused any loss to the Company or misbehaved with Client our company staff, our vendors.

10.3 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data, ID, Passwords and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

You will also surrender Email created during course of your work for company correspondence.

11. Confidential Information

11.1 During your employment with the Company you will devote your whole time, attention, and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Mumbai High Court Maharashtra State only.

15. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and working with you.

For NIRMAL BUILDTECH INDIA PVT. LTD

Salary Structure For Pune District Region

	Working Salary in Hand	Working Salary Cost To Company
BASIC SALARY	16,962	16,962
HRA 5% Of Basic + Da	848	848
Gross Salary	17,810	17,810
DEDUCTION		
EPF (Staff Contribution 12% on 15000)	1,800	1,800
ESIC (Staff Contribution 0.75%)	134	579
Profession Tax	200	
Net Salary in Hand	15,676	
Net Salary Cost to Company		20,189

Salary Structure

Anywhere in India Except
Pune District Region

	Working Salary in Hand	Working Salary Cost To Company
BASIC SALARY	22,095	22,095
HRA 5% Of Basic + Da	1,105	1,105
Gross Salary	23,200	23,200
DEDUCTION		
EPF (Staff Contribution 12% on 15000)	1,800	1,800
ESIC (Staff Contribution 0.75%)	NA	NA
Profession Tax	200	
Net Salary in Hand	21,200	
Net Salary Cost to Company		25,000