

10th October 2023

(Private & Confidential)

To
Shubham Dhage
Khodegaon, Aurangabad
Contact No – 9860825053

OFFER LETTER

Dear Mr. Shubham Dhage

Congratulation!

Further to our discussion & the interview you had with us, we are pleased to offer you the position of 'Design Engineer' office is based at 'Bhosari - Pune'. Your date of joining will be on or before 16th Oct 2023.

Your total compensation will be Rs. 3,00,000/-per annum (Rupees Three Lakhs Only Per Annum), The compensation details are enclosed in Annexure A.

This offer has been made on the information and documents you have furnished to us. However, if there is any discrepancy in the copies of documents or certificates given by you as a proof, we retain the right to review our offer of employment. **You will be on probation period for 3 months from joining day, depending on your performance your employment will be confirmed.**

Your appointment letter will be issued post you're joining on submitting the following documents:

1. Aadhar Card (mandatory)
2. Pan card (mandatory)
3. Passport or Driving license (optional)
4. All Experience & Relieving Letter/Certificates
5. Last three-month salary slips
6. 4 passport size photographs
7. Residential proof if staying on rental or PG
8. All Qualification Certificates starting from SSC and above
9. Cancelled Cheque (mandatory)

Welcome to Knest Manufacturers LLP. We wish you a long rewarding and fulfilling career and look forward to your joining us.

We request you to please sign below as a token of acceptance of this offer

For Knest Manufacturers LLP



Rajiv Shaw
VP - Human Resources & Legal

Shubham Dhage
Accepted



020 2742 6622



Office Address: Unit Number 802,
Om Chambers, T. 29/31,
Bhosari Industrial Estate,
Telco Road, Next to Toyota
Showroom, Bhosari.
Pune - 411 026



Factory Address: Gat No. 47,
Navlakh Umbre, Talegaon



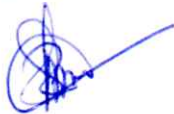
sales@knestaluform.in
info@knestaluform.in



AAD - 2928

Annexure A			
Candidate Name	Shubham Dhage		
Designation	Design Engineer		
Department	Design		
Expected Date Of joining (DD-MM-YYYY)	16-10-2023		
Date of Offer Issuance (DD-MM-YYYY)	10-10-2023		
Salary Headers	Monthly (Rs.)	Annual (Rs.)	Comments
Basic	15,100	1,81,200	-
HRA	755	9,060	Derived as percentage of Basic
Education Allowance	200	2,400	-
Conveyance Allowance	430	5,160	-
Leave Travel Allowance	430	5,160	-
Special Allowance	2,000	23,996	Balancing Component
Sub-Total A	18,915	2,26,976	
Employer's PF Contribution	1,950	23,400	-
Employers' ESIC Contribution	635	7,625	Only for employees drawing Gross less than Rs.21000/-p.m. @3.25% of Gross Salary
Sub-Total B	2,585	31,025	
Fixed Gross (A+B)	21,500	2,58,000	
Variable Pay	-	42,000	Performance Based Pay, payable annually.
Sub-Total C	-	42,000	
Total Compensation (A+B+C)	-	3,00,000	
<i>TDS,PT,MLWF etc. deduction as per statutory norms</i>			
Additional Benefits:			
1- Accidental Insurance Coverage as per Company Policy			
2- Hospitalisation Insurance for Self only(Non-ESI category), upto Rs.1 Lac P.A.			
Term & Conditions: (dd-mm-yy)			
This Offer is valid till	12-10-23		
Copy of resignation from the employer should be submitted by	14-10-23		
In case the above dates are not adhered to, our offer will lapse, in the absence of any written approval for exception.			
Confidential Document			

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Rajiv Shaw
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