



MANLITICS

B2B ITES PVT. LTD.

Dear Pushparaj Ghaywant,

We have pleasure in appointing you in our Company as **Research Analyst at** Pune or in such other capacity the management shall from time to time determine. Please note that the employment terms contained in this letter are subject to Company policy.

1. APPOINTMENT

- a) Your date of appointment is effective from the date of joining which shall be as soon as possible but not later than **10th October 2022**.
- b) You will be on probation for a period of Three months from the date of your appointment. If in the opinion of the Company, you are found suitable in the appointed post you will be confirmed.
- c) The retirement age is 58 years.
- d) You will be liable to be transferred in such capacity as the Company may from time to time determine to any other location, department, function, establishment, or branch of the Company or subsidiary, associate, or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

2. OTHER BENEFITS

You will be entitled to the following:

- a) Leave, holidays and working hours as applicable to your category of employees and location of posting.
- b) Perquisites, if any, as applicable to your category of employees and / or based on functional requirements as determined by the company.

3. RESPONSIBILITIES

- a) In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. You will be expected to work extra hours to achieve the above whenever the job so requires. In this connection, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of Manlitics, whether directly or indirectly.
- b) You will be required to undertake travel on Company work for which you will be reimbursed travel expenses as per the Company policy applicable to you.
- c) We at MANLITICS are committed to ensure "Integrity" in all aspects of its functioning. Please ensure that you comply with the policies of the company as they form an integral part of the terms of employment with Manlitics. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a