

Appointment Letter

Date: 23/11/2020

Mr. Chetan Dilip Gaware

Pune, Maharashtra.

Dear Mr. **Chetan Dilip Gaware**

This has reference to your application dated 12/11/2020 and subsequent interview you had with us, we are pleased to extend an offer of appointment for the position of “**QA Automation Test Engineer**” for Maestro Intellect.

This offer is subject to satisfactory reference check and verification of your educational qualification and Testimonials.

You're joining date is 23/11/2020, you will be given an additional mobile connection from the company and all the support and facilities as and when required.

The terms and conditions of our offer are clearly mentioned below:

Annexure – A

Salary

- This appointment is effective as of 23/11/2020 and carries an initial salary of Rs 2,40,000/- (Two Lakh Forty Thousand Only) per annum which is subjective to you being medically fit for employment. We hope that you will sincerely work hard and grow- up to develop a long lasting business association with us. Maestro Intellect reserves the right to restructure the salary and allowance components depending upon prevalent situations without affection your gross fees.

Annexure – B

- **Personal Particulars:**

You will keep us informed of any change in your residential address, your family status of any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

- **Working Hours:**

The regular working hours of the company are from (office timings) Monday to Saturday 09:30 am to 06:30 pm. You will be required to work extra hours as and when required and informed by your senior.

- **Leave and Late Comings:**

You will be entitled to leave as per law in force and as laid down in the Standing Orders of the Company. The company follows strict time schedule and late comings are discouraged unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every six late marks.

We wish you all the very best for your work.

Date: 23/11/2020

MAESTRO INTELLECT



HR MANAGER
Maestro Intellect