



Date: April 23, 2018

Dear Akshaykumar Kalidas Rohidas,

We are pleased to offer you a position of **Relationship Officer, Under the Graduate Management Associate - Sales Program at L0 Level** as per the following terms and conditions.

1. Place of Posting: Mumbai. Your final location would be confirmed at the time of joining. The Company has pan India operations and hence your posting is transferable. Your scope of work will include but not limited to all the functions related to **Credit Evaluation, Business Development, Sales and Collections** for the company.

2. Working hours: Working hours are from 09:30 AM to 06:00 PM, 6 days per week. However, if the exigency of work demands, you should be prepared for longer work hours to ensure timely completion of assigned tasks.

3. Probation: You will be on probation for a period of six months from the date of joining. Upon successful completion of probation your appointment will be confirmed. Your probation may be extended depending on your performance.

4. Medical Fitness: Your appointment is subject to you being found medically fit by a registered medical practitioner from whom you have to obtain and submit a fitness certificate.

5. Compensation Package:

5.1. Salary: As per the structure mentioned below:

Particulars (p.a.)	Amt (Rs.)
Basic Salary	Rs. 180,000
Total Allowances	Rs. 60,000
Fixed Salary	Rs. 240,000
PF	Rs. 21,600
Gross Salary	Rs. 261,600
Mobile & Data Card Allowances	Rs. 24,000
Insurance	Rs. 9,500
Incentive	Rs. 60,000
CTC	Rs. 355,100

5.2. Allowances:

5.2.1. You will be entitled to reimbursement of official calls on mobile phone and use of internet data card/wifi (At present this is **Rs. 24,000 p.a.**)

5.2.2. Official travel will be reimbursed subject to the policies of the company governing the same.

5.3. Other Benefits:

5.3.1. You will be entitled to Privilege Leave (PL) of 21 Days per annum, however no such leave is allowed within the first 6 months of joining

5.3.2. You will be entitled to an Incentive which will depend on your performance against targets planned for specific periods and other rules governing the same. (At present performance based incentives for Relationship Officer are pegged at **Rs. 60,000** /- p.a)

5.3.3. You will be covered under the group medical and accident insurance policies of the company

6. General:

6.1 You are expected to devote your whole time, attention and ability to the interest of the company and show total commitment to its goals.

6.2 You will have to maintain absolute secrecy and confidentiality in regard to all the documents and information pertaining to the company and its customers, which you come across in course of your duty.

6.3 You will not engage yourself, in any business of your own or any other business/employment.

6.4 You are expected to treat these terms of employment confidential.

6.5 Breach of any of the above conditions will render you liable for termination of your employment without notice.

6.6 Any dispute between you and the company concerning or relating to or arising out of this offer shall be subject to the jurisdiction of and be determined by the court of the competent jurisdiction in Mumbai only.

7. Notice Period:

Either party shall be entitled to terminate the said employment by giving notice or in-lieu of such notice, a sum equal to the basic salary for the notice period.

8. Your Date of Joining shall be **June 4, 2018.**

9. Acceptance: Kindly sign the duplicate copy of this letter or send us an email to confirm your acceptance.

For Home First Finance Company India Ltd.



(Authorised Signatory)

I have read the contents of the above offer and accept the same. I will join on _____.

Date: _____

(Signature):