

FUJITSU CONSULTING INDIA PRIVATE LIMITED

4th Floor, Block-4, ETA Techno Park,
Rajiv Gandhi Salai, OMR Navallur,
Kanchipuram District, Chennai, 603103, Tamil Nadu



Appointment Letter

Sachin Mahale

Date: 3/2/2020

A/P Sai shradha colony/
Nagapur Dist
Ahmednagar, 414111

Dear Sachin Mahale,

With reference to our employment offer letter dated 2/28/2020, we are pleased to offer you an appointment in our organization as Technical Service Trainee at FJ07 level in Service Management. We strongly believe that the association would be mutually beneficial.

Your annual salary along with the break-up of salary is attached herewith in Annexure-A.

You are required to join on 3/2/2020 and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.

In token of your acceptance of this appointment, kindly sign this letter and the employment agreement attached hereto at the bottom of the right corner of each page, and return the duplicate copy of the same to the HR department. The location of your initial reporting & posting would be Chennai. However, the location of your posting can be changed to any of our units / departments situated anywhere in India or abroad depending on the business requirements.

You shall be on probation for 12 months period from the date of joining. Unless communicated otherwise your services would be deemed to be confirmed on completion of the period of probation after your successful completion of certification of N-3 level Bilingual Training or any extension thereof as per the terms of your employment agreement and in accordance with the policies of Fujitsu Consulting India Private Limited. Your employment shall at all times be governed by the employment agreement and the policies of Fujitsu Consulting India Private Limited as amended from time to time. In case you require any further clarification, please contact HR Department.

We welcome you to Fujitsu consulting India Private Limited, and wish you a rewarding career over the years to come.

For Fujitsu Consulting India Private Limited,

Sumit Sabharwal
Function Director - Human Resources

I accept the appointment

Name: Sachin

Commencement Date: _____

Signature: _____

Place: _____

Sachin Mahale
Technical Service Trainee

Annexure-A

With reference to your Appointment Letter, the compensation package would be as mentioned here under

A	Emoluments	Monthly(Rs.)	Annualized(Rs.)
1	Basic	15000	180000
2	House Rent Allowance	1500	18000
3	Education Allowance	200	2400
4	Other Allowance	1396.00	16752
5	Bonus	3800	45600
	TOTAL 'A'	21896	
B	Flexible Benefits Plan *		
1	Telephone Reimbursement	0	0
2	Leave Travel Allowance	N/A	0
	TOTAL 'B'	0	
C	Others		
1	Company Contribution to Provident Fund(PF)	1800	21600
2	Short Term Incentive Pay**	0	0
3	Timesheet Linked Payout	0	0
4	Project Allowance***	0	0
	TOTAL 'C'		284352
	Employee Benefit Insurance ****	N/A	7000
	Gratuity	N/A	8648
	TOTAL COST TO COMPANY		309000
<p>*Flexible Benefits Plan are exempt from tax to the extent of Bills/Proofs produced and as admissible under Tax rules. **Short Term Incentive Pay (STIP) shall be payable as per STIP plan applicable for the financial year. The payout shall be based on the discretion of management and will depend on performance of the organization & individual. The payout will be made only if you are on company rolls on the last day of the applicable PI period. ***Project Allowance will be paid as per the policy **** Employee Benefit Insurance covers a packaged cost of medical, life and personal accident insurance.</p>			

The Monthly portion of the salary will be paid by the 1st banking day of the next month, Taxable components of the Quarterly portion will be paid along with the Payroll for the Quarter-end months (June, Sept, Dec and March) and the Annual portion will be paid with March Payroll.

As part of the Company's prevalent Welfare Policy, each employee is suitably insured. Within 45 days of your employment, the Company would also take an insurance cover for you for Rs.25,00,000 and a Mediclaim policy for Rs Rs. 3,00,000 Insurance covers would begin after the Insurance Company accepts and processes all information provided by you after joining. Any subsequent claims will be submitted by the employee to the Insurance Company and will be subject to the terms and conditions of the Insurance Company.

The Company provides for Gratuity benefits to all its employees.

For Fujitsu Consulting India Private Limited,



Sumit Sabharwal
Function Director - Human Resources

Declaration:

I have read and understood all portions of Annexure- A. I accept the same.

Employee Signature

Date

Employee Name
