



To,

Date: 29th November 2017

MISS ANJALI ASHOKRAO MOHALE
Mob No. +91 – 9405389903, 9422544376
Email ID. mohale.anjali@gmail.com

Dear Anjali,

Sub: Letter of Offer for Employment

OFFER OF EMPLOYMENT

Welcome to Infinity Labs India

We are pleased to offer you an appointment to join (“Infinity Labs”) as **Trainee – Angular 2**” with effect from 4th **December 2017** based out of **Pune region**, subject to the following terms and conditions:

- a. You will be paid remuneration as detailed in [Annexure – I](#)
- b. Salaries, facilities and other sums payable under this offer are subject to Income tax and such other taxes under the laws of India and you shall be liable to pay the same
- c. Company’s internal policies and guidelines, as may be prepared and applied and may be modified from time to time
- d. Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of below we retain the right to review/withdraw our offer of employment
- e. After accepting the offer letter if you fail to join on the agreed date, then the Company has the rights to revoke the offer letter and withdraw the position/role offered to you
- f. Employment as per this offer is subject to you being medically fit.

The terms and conditions related to the bond, you need to sign with Infinity Labs, are mentioned in [Annexure - 2](#). Which you will receive in a separate mail.

The detailed letter of Appointment order will be issued on your joining.

We look forward to a long and mutually beneficial association.

ANNEXURE – I

Name	ANJALI MOHALE	
Designation	TRAINEE - ANGULAR 2	
Location	PUNE	
Total Cost to Company (CTC Annual)	150000	
Fixed Salary (Annual)	150000	
Components of Salary	Rs. (Per Annum)	Rs. (Monthly)
Basic	145,200	12,100
Annual Compensation	145,200	12,100
Medical Insurance	4,800	400
Total CTC	150,000	12,500
Income Tax Deduction at Source @ 10%	-	-

- a. **Disbursements:** You will be paid Consulting fees on a monthly basis through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any scheduled bank. Disbursement of consulting fees is subject to your regular attendance, Time sheet submission and approval of the same. Updation of Permanent Account Number (PAN) details, Bank Details and Personal Details in the company's records is a MUST. You will be required to raise an invoice on a monthly basis, which will be verified with the approved time sheet for disbursement of pay. Taxes will be deducted as applicable.
- b. **Medical Insurance:**
- Group Medical Coverage Plan: You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of 2 LAKHS (floating cover)
 - Group Personal Accident Insurance Coverage: You would be enrolled under the Company's Group Personal Accident Insurance scheme with a cover of up to 10 LAKHS payable in case of permanent disablement arising out of any unfortunate event of an accident.

For Infinity Labs LLP



**ABHISHEK PATHAK
MANAGER - HR**

- **Please submit soft copy of the following documents before joining:**
 - a. Last three months' pay slips and current offer letter (if you possess an offer in – hand already)
 - b. All previous companies experience / relieving letters
 - c. Passport first and last pages
 - d. 10th, HSC, Degree, PG – Mark sheets; Degree certificate / Course completion certificate e. Copy of Certifications, if any
 - f. Copy of PAN card and Aadhar card
 - g. Softcopy of your photograph (in Blue Background)
 - h. Current address along with Proof for current address
 - i. Resignation Acceptance Letter

I, **Anjali Mohale**, hereby accept the terms and conditions of employment as outlined above and in Annexure I attached hereto.

(Signature)

(Date)