L-CUBE INNOVATIVE SOLUTIONS PVT. LTD

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OFFER OF EMPLOYMENT
(Strictly Confidential)

To: Ashwini Bhupesh More 21 02 2017

Ganore, Tal- Akole,
Dist- A. Nagar.

Dear Ashwini

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Business Development Analyst – Trainee** under probation in our company.

You will be on probation for a period of six months and confirmed after successful completion of training / probation. Your probation is liable to be extended by a further period of three months or part thereof at the discretion of the Management.

During the period of probation, if your performance is not satisfactory, your services are liable to be terminated without notice.

You will be required to execute a Service Agreement as undertaking to serve our Organization for a minimum period of two years from the date of your joining. The Service Agreement should be submitted to the HR as per the required format with the necessary supporting documents on or before 27 04 2017, failing which your offer will be cancelled.

You shall be governed by the rules and regulations of the company at all times without exception. You shall be eligible for all statutory provisions according to the laws in force from time to time. This offer is subject to successful completion of the course. **As already accepted during the final interview you are required to furnish us a Bank Guarantee for 2 yrs for a sum of Rs. 1,00,000 (Rupee One Lakh only).**

Report to the HR for completion of the necessary formalities along with the following on or before 27 04 2017.

1. Service Agreement Document
2. Bank Guarantee
3. Four passport size photograph
4. ID proof & Address proof (Aadhar card & PAN card – both self-attested)
5. Photocopies of Certificate in support of Academic / Technical / Educational Qualifications along with originals for verification.

Pune Office : #202 , 2nd Floor , Vishwa Arcade , Narhe , Pune - 411 041, Maharashtra, Phone - 9130058789
Corporate Office : #1148, I-Block, 6th Avenue, Anna Nagar West, Chennai - 600 040, Tamil Nadu, Phone - (044) 26185320, Web: www.glenwoodsystems.com

Your remuneration details as follows:

Salary Break-up / Month			
EARNINGS	INR	Deductions	INR
Basic	11,700.00	Employer & Employee - Provident Fund	2,808.00
House Rent Allowance	7,800.00		
Employer Provident fund	1,404.00		
Total Earnings	20,904.00	Total Deductions	2,808.00
Net Salary		**18,096.00**	

We are pleased to inform you that you are entitled for free drop facility after your working hours and also to free food during your working hours.
This offer letter has been issued in duplicate. Please sign and return the duplicate as acknowledgement that you have read, understood and accepted the same.

Yours Sincerely,

A.N. Raj
Vice President – Operations.

Acknowledgement

I hereby acknowledge the receipt of my offer letter and confirm my acceptance. As mentioned above I will be submitting all the necessary documents within the stipulated time required by the Organization or else necessary action can be taken against me.

Signature of Acceptance : Ashwini

Name : Ashwini Bhupesh More
Date : 21.2.2017

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