

TABREZ RIYAZAHMAD SHAIKH**SR NO 12 NEAR LAHUJI VASTAD HALL LAXMI NAGAR YERWADA****MAHARASHTRA -411006****APPOINTMENT LETTER**Dear **TABREZ RIYAZAHMAD SHAIKH,**

Subsequent to the meetings between **Concentrix Daksh Services India Private Limited** (hereinafter, 'Concentrix'/Company') and you, we are pleased to make an offer of employment on the following terms and conditions. Your compensation and benefits are detailed in the attached Annexure.

1. Appointment

1.1 You shall be appointed to the position of **Representative, Operations** in Comp Grade **12**. This would be your Social Job Title and your Job profile, would be **Advisor I, Blended Support**. Any change in your Social Job Title / Job profile will be at the discretion of the Company, depending upon the work assigned to you. Job profile must be used for all internal communication and in your e-mail signature. Social job title can be used for business cards and LinkedIn. You may use your Job profile for social purposes as well.

1.2 Your initial place of work shall be **Pune**.

However, your services are transferable to any other role, competency, place or office of the Company or to any subsidiary or associate company, whether now existing or still to be formed. Such transfer/deputation will be in accordance with the Company's rules being in force at the time. On transfer or assignment, you will be governed by the Rules, Regulations and Conditions of Service applicable to that location or role. Refusal to accept such transfer or assignment may lead to disciplinary action including but not limited to termination of your employment.

1.3 Your appointment will be effective from **04/10/2022** or at an earlier date as mutually agreed, subject to your completing the on boarding formalities. You are required to submit all the documents (as per the Mandatory Document Checklist) before **03/10/2022** failing which the Company reserves the right to withdraw this offer letter and/or cancel your appointment. If this date is not suitable, please contact us immediately at **Shaun.george@concentrix.com** to seek an alternative date on which to submit all required documents.

Please note that the offer will be withdrawn at the Onboarding date if you do not notify us of your acceptance or we are unable to agree to an alternate joining date.

1.4 On on-boarding / joining you shall report to **HR Representative** or any other person nominated by him/her.

Signature of Candidate

CNX/REC/ART/AGHR/AFTE/6.4

Concentrix Daksh Services India Private Limited

Registered Address: Hindustan Times House, Level 10, K G Marg, Connaught Place

New Delhi- 110001, India

91 11 68137745

CIN: U72200DL1999PTC102972

info@concentrix.com · www.concentrix.com

1.5 As per Company regulations you are required to furnish before joining, documentary proof of your last drawn salary, educational qualifications and work testimonials and also that you are free from any contractual restrictions preventing you from accepting this offer or starting work on the above-mentioned date. (Document Checklist)

2. Terms and Conditions:

2.1 Valid Passport:

(A) Comp Grade 12 & 11: Clause 2.1.1

If you are an Indian citizen, it is a condition of your employment that you hold a valid passport on the day of joining. If you do not hold a valid passport on the date of joining, you must apply for a passport and submit copy of your passport within 180 days from your date of joining. Failure to do so may lead to termination of your employment.

(B) Comp Grade 10: Clause 2.1.2

If you are an Indian citizen, it is a condition of your employment that you hold a valid passport on the day of joining. In the absence of a valid passport, proof of having applied for passport should be submitted on the day of joining and a copy of your valid passport should be submitted within 90 days from date of joining. Failure to do so may lead to termination of your employment.

2.1.3 If you are not an Indian citizen, you will be required to submit evidence of your authorization to work in India, along with any other proof of identity that the Company may require. It is a condition of your employment that you maintain such authorization to work in India for the duration of your employment (unless you are permanently transferred to an office outside India).

2.2 While in the employment of the Company, you may be required to undergo mandatory on-the job training/s as per applicable policies and procedures of the Company, at the end of which an assessment may be conducted. If you do not clear the assessment then the Company reserves a right to either:

- a) Require you to undergo another training program; or
- b) Offer you a transfer to an alternate process (which may have a reduced pay structure) if declared "Not Suitable" for the process you were originally hired for. Please note that in the event of you not consenting to the transfer to the alternate process or to the reduced pay structure your services may be terminated; or
- c) Terminate your services.

2.3 The compensation offered to you is based on your employment history credentials including your prior work experience, the type of industry and compensation offered to you by the previous employer. If you are unable to produce documentary evidence (Please see the Document Checklist in the Annexure) to substantiate the same, your compensation shall be modified and the compensation offered in this Appointment letter shall no longer be valid.

2.4 Your employment with the company shall at all times be subject to the receipt of satisfactory reference / verification checks, which may include criminal, financial and any other background checks as required by the Company based on its business requirements. The Company will terminate your employment in the event of an unsatisfactory background check. In the event of negative background verification, the company at its sole option,

Signature of Candidate

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may allow you to provide justification / explanation for re-verification with supporting documents, in response to its show cause notice, so issued. In such event, you will be put on 'Leave without pay' from the date of issue of show cause notice until the revised findings are received for final closure of the case.

2.5 The Company may, at its sole discretion, also require you to undergo a drug test at any time. If such drug test indicates use of an illegal drug or a non-medically prescribed controlled substance and/or alcohol dependence, the Company reserves the right to take suitable action against you, including but not limited to termination of your services.

2.6 The Company may pay you such fixed amount/ stipend as it may so decide, during the period of your undergoing structured process/ product and other essential training sessions. Performance incentive will be applicable to you only after you commence regular working in operations.

2.7 The initial period of probation is 365 days from your date of joining. You will be deemed to be confirmed at the end of the probation period unless communicated otherwise, through normal and accepted modes of employee communication within the company.

2.8 During the period of probation, your services may be terminated by either party giving the other **15 Days** notice or **gross** salary in lieu thereof. The Company reserves the right to waive the notice period. The Company also reserves the right to relieve you immediately and pay you **gross** salary for the notice period. However, no such notice or notice pay shall be payable in case your services are terminated on account of failing the background check, for misconduct or if you are unable to provide sufficient documentary evidence to establish your employment history credentials.

2.9 After confirmation and thereafter, your services may be terminated at any time by either party giving the other a **30 Days** notice or **gross** salary in lieu thereof. The Company reserves the right to waive the notice period. The Company also reserves the right to relieve you immediately and pay you **gross** salary for the notice period. However, due to exigencies of business, the Company at its sole discretion may not agree to take the **gross** salary in lieu of notice and ask you to serve the entire or part of the notice period. No such notice or notice pay shall be payable by the organization in case your services are terminated on account of any misconduct by you.

2.10 In the event that you are transferred by the Company to another position (which may include transfer to a new role, competency, or office) or location of the Company, the terms and conditions applicable to the new position or location (including, but not limited to the compensation and benefits, allowances, entitlements, rules, regulations and conditions of service of such new position or location) shall apply to you.

2.11 You will automatically retire on attaining the age of 58 years. The age as declared in your application shall be binding on you. An extension, however, may be given at the discretion of the Company. You may be retired earlier if found medically unfit.

2.12 While in the employment of the Company, you are in no way allowed to be employed by any other Company on a temporary or part-time basis or offer your services with or without pay to any person, legal entity or public authority or to be occupied in your own business without the prior written consent of the Company.

2.13 You confirm that you have disclosed fully to the Company all your business interests whether or not they are similar to or in conflict with the business or activities of the Company. You agree to disclose fully to the Company any such interest or circumstances which may arise during your employment.

2.14 You will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and authorized by the Company to assign such duties and responsibilities.

2.15 All Company Assets such as including but not limited to Laptop, ID Badge, Corporate Credit Card, Headsets and Adaptor etc. needs to be returned on or before Last Day of Employment (LDE). The employee must return the above mentioned and applicable Company assets upon demand. The employee must abide by the clauses of Undertaking Cum Declaration signed by him at the time of issuance of the Company assets. In case, employee does not return any Company asset before LDE, the Company shall be entitled to injunctive relief and to specific enforcement of the terms and provisions hereof, in addition to any other remedy to which the Company may be entitled at law or in equity.

Signature of Candidate

CNX/REC/ART/AGHR/AFTE/6.4

2.16 You are expected to maintain an acceptable level of performance during your tenure with the organization. Failure to meet expected standards may lead to initiation of Performance Improvement Plan and/ or termination in case of no improvement in performance.

2.17 The company will work 7 days a week, 24 hours a day. You will be required to work up to 48 hours a week and such other hours as may be reasonably required to complete your business duties. Your weekly off may not necessarily be for 2 days and not necessarily be on Sunday.

3. Confidentiality

3.1 The position held by you is of a strictly confidential nature. You shall not disclose to any unauthorized person, either during or after your employment with the Company, any information about the interest or business of the Company or any affiliated Companies or any information pertaining to their clients and/or with the end consumers of our clients – the information you may have acquired while in the employment of the Company.

3.2 You shall not communicate to public papers, journals, pamphlets or leaflets, any information or documents, official or otherwise relating to the Company except with the prior approval of the Company.

3.3 Upon separation from the Company, you shall return to the Company all the assets and property of the Company (including any leased properties), documents, files, books, papers, memos or any other property of the Company in your possession or under your control.

3.4 You will abide by the information security policy of the company and all the rules and regulations contained therein.

3.5 Your individual remuneration is purely a matter between yourself and the company and has been arrived on the basis of your job, skills specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.

3.6 Information pertaining to the Company's operations shall remain confidential and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property etc, shall be executed by you.

3.7 During the course of your employment you may come across a lot of information related to the clients that the Company deals with and/or with the end consumers of our clients; any such information is strictly confidential and you shall not disclose it to any unauthorized person.

4. The Company expects you to respect all matters, which are Intellectual Property Rights of your current employer, and strongly discourages you to bring in to the organization, manuals, documents, papers, memos, and files etc., which are classified.

5. All communication between the employee and the Company shall deemed to have been effectively served if delivered to you personally or sent to the current residential address already mentioned here in the letter. You shall inform the Company about any change in the residential address in writing within 3 working days and get the acknowledgement. In the event of failure on the employee's part to discharge this obligation, the service of any communication shall be deemed to be complete and effective on the address mentioned herein.

6. This appointment is based on the information supplied by you in your application for employment and will otherwise be treated as null and void if a material error, in the Company's opinion is discovered and/or due to non-disclosure of relevant information about you to the company.

Signature of Candidate

CNX/REC/ART/AGHR/AFTE/6.4

7. The Benefits provided by the Company as outlined herein and in the Company policies are subject to change at the discretion of the Company.
8. Your continuance in employment is subject to your maintaining clean criminal and financial records.
9. Breach of any of the above terms and conditions will render you liable to termination of your employment without notice or compensation thereof.
10. You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
11. "Female employee will be eligible for all the benefits, as applicable under the provisions of the Maternity Benefit Act, 1961, and the Rules made there-under, as amended from time to time.
12. Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.

It is highly recommended that before you begin your journey with Concentrix, please visit the website www.concentrix.com. The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At Concentrix, we're changing the world every day and we will be delighted to have you as part of our team.

Please sign the copy of this offer letter and return it to us as an indication of your interest in joining us on the given date. Please note that your employment stands confirmed only after you complete your joining formalities on the reporting date. This offer is liable to be withdrawn based on business requirements at any time prior thereto.

The terms of this offer are strictly confidential between you and the Company.

Yours sincerely,

Signature Not Verified

Digitally signed by DS CONCENTRIX DAKSH SERVICES INDIA PRIVATE LIMITED
4
Date: 2022.09.30 16:35:58 +05:30
Reason: Concentrix Hiring
Location: Pune



Authorized Signatory (Please Sign above)

I agree to accept employment on the above-mentioned terms and conditions. I will report for duty on 04/10/2022.

Candidate Name : TABREZ RIYAZAHMAD SHAIKH

Candidate's Signature : _____

Date : _____

Offer Letter

Dear Nazira Juber Momin,

Issued on: 25th March 2023

We are pleased to inform you that you have been selected for **Free Training & Placements**. Your online reporting schedule will be conveyed to you on your registered email id.

For verification purpose, you are requested to please send us the following through Email,

- 2 Passport size photo
- Scan copy of your College ID Card
- Pdf copy of this Offer letter
- 1 Govt ID proof. (Driving License / PAN card / AADHAR card)

ExcelR email id: e-cap@excelr.com

Following are the details for Job Profile

For:

Full Stack Developer | Front End | Back End

Job Location : **PAN India**

Job Description

Job Profile: **Full Stack Developer | Front End Developer | Back End Developer**

Position: **Developer**

Location: **PAN India**

Duration: **5 months of training and 100% Placement Assistance**

Package*: **2.8LPA to 6LPA**

Best Regards,



Shyam Narayan
Director



*Note : This offer is valid only when you satisfy all the criteria of the training and placement process. Final Package depends on the interview performance.

ExcelR Solution

49, 1st Cross, 27th Main, behind Tata Motors, 1st Stage, BTM Layout, Bengaluru, Karnataka 560068,
Email: enquiry@excelr.com | 1800-212-2120 (Toll Free) www.excelr.com

Offer Letter

Dear Hadiya Imamsaheb Shaikh,

Issued on: 25th March 2023

We are pleased to inform you that you have been selected for **Free Training & Placements**. Your online reporting schedule will be conveyed to you on your registered email id.

For verification purpose, you are requested to please send us the following through Email,

- 2 Passport size photo
- Scan copy of your College ID Card
- Pdf copy of this Offer letter
- 1 Govt ID proof. (Driving License / PAN card / AADHAR card)

ExcelR email id: e-cap@excelr.com

Following are the details for Job Profile

For:

Full Stack Developer | Front End | Back End

Job Location : PAN India

Job Description

Job Profile: Full Stack Developer | Front End Developer | Back End Developer

Position: Developer

Location: PAN India

Duration: 5 months of training and 100% Placement Assistance

Package*: 2.8LPA to 6LPA

Best Regards,



Shyam Narayan
Director



*Note : This offer is valid only when you satisfy all the criteria of the training and placement process. Final Package depends on the interview performance.

ExcelR Solution

49, 1st Cross, 27th Main, behind Tata Motors, 1st Stage, BTM Layout, Bengaluru, Karnataka 560068,
Email: enquiry@excelr.com | 1800-212-2120 (Toll Free) www.excelr.com

Name: Ms. Shama Papa Shaikh

Address: 553, Bhawani peth kashewadi, Near Krushna Mandir, Pune-411042

8530837141

Date : 06-Feb-2023

Sub: Internship Offer Letter

Dear Ms. Shama Papa Shaikh,

Congratulations!! This is in reference to our earlier interviews. We are pleased to make you a part of the Internship program in our organization. You have been selected for **Trainee CSA** position at **Pune** location. During the Internship period, your stipend will be **Rs.12000/- per month**. Your date of joining will be effective on or before 06-Feb-2023.

This internship is viewed as an educational opportunity for you and it will include internship / orientation and focus primarily on learning and developing new skills. During your internship, you may come across confidential business information. By accepting this internship offer, you acknowledge that you must adhere to the company's confidentiality policy. During the Internship period, separation of service is subject to a notice of minimum 7 days. In addition, upon conclusion of your internship, you must return all company owned property, equipment, and documents, including electronic mail or other information. By accepting this offer, you agree that you will follow all of the Company's policies that apply to non-employee interns.

We wish you the best of internship period.

Please sign the duplicate copy of this internship offer letter and return the same for our records, as a token of your acceptance, within 7 working days of receiving this offer letter.

Yours truly,

For Ebixcash Global Services Private Limited

Regional HR Manager

I hereby declare that I have read and understood the above mentioned and also accept the offer of internship.

Shama
Signature & Date

EbixCash Global Services Private Limited (Formerly known as AssureEdge Global Services Private Limited)

Registered Office : No. 881 BBMP Khata No. 272/88/1 Nagawara Ring 2nd stage Hennur-Bellary Road,
Nagawara, Bangalore KA 560045

Regional Office : Ebixcash Global Services Pvt. Ltd. 1st Floor, Okay House, A35 MIDC, Street no 2,
Andheri E Mumbai 400 093

T : +91-022-68381111 | W : www.ebixcashglobalservices.com

CIN : U72400KA1989PTCC09332



MachBizz
Marketing Channel for Business

Ref/MB021/OL/470

Date: 27 Apr 2022

Mijba Liyakat Mujawar

Offer Letter **8999929581**

Dear Mijba Liyakat Mujawar,

We at MachBizz are pleased to induct you in our esteem organization as a **Research Analyst (CD+PV General)**.

We're just a few formalities away from getting down to work. Please take the time to review our formal offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Machbizz Marketers Private Limited**

MachBizz is offering a fulltime position for you as a **Research Analyst**, reporting to Team Leader from **07 Mar 2022** at **Machbizz Marketers Private Limited.**, Building No. 29, Electronic Cooperative Estate Ltd, Beside Puma Showroom, Pune-Satara Road, Parvati, Pune, Maharashtra 411009

You will be initially on probation for a period of **90 (Days)** months during which you may be removed from your appointed post without giving any notice or reason there of if not found satisfactory as per performance reviews.

Your working days are from Monday to Friday. Expected to be in Formals from Monday to Thursday. On Friday you can wear descent Casuals.

In this position, MachBizz is offering to start you at a pay rate of **12,000.00/-INR** gross per month. You will be paid on a monthly basis, up to 10th day of each month.

Termination:

In case of resignation, your appointment is terminable by **'One month'** notice, without giving requisite notice, no relieving order will be issued and no settlement off dues will be paid.

The company reserves the rights to waive off/extend the notice period on case-to-case basis.



benchmark

Marcom Pvt. Ltd. (OPC)

Sports | Activations | Corporate Events | Wedding | Exhibitions | Digital | Entertainment

APPOINTMENT LETTER

Date: 20-03-2023

Ms. Fatima Halsangi

Pune, Maharashtra - 411036

Contact No:- 7499176541

Dear Fatima,

Congratulations!!

We are pleased to confirm that you have been appointed as a position of **"Junior Accountant"** in our organization, effective from **21st March 2023**.

1. Placement & Compensation

You will be placed in the appropriate band / responsibility level of the Company, and will be entitled to compensation (salary and other applicable benefits) as detailed in Annexure "A". Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter.

2. Salary revision

Your salary will be reviewed on April 1st each year or at such other time as the Management may decide. Salary revisions are discretionary and will be subject to and on the basis of effective performance and results.

3. Probation

That you will be on probation for a period of Three months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing.

4. Full time employment

Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business and interests of the company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with the company, without permission in writing of the Board of Directors of the Company. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.

• Pune (Head Office) :- Office No. A-540, Marvel Vista, Lulla Nagar, S.N. 589A, 598, 593A, CTS 366B, Sahani Sujan, Pune, Maharashtra - 411040

• Mumbai :- Gala No. A/G, Ground Floor, Deep Plaza Building, Near Khetani Compound, Maganlal Nathuram Road, Kurla (W) Mumbai - 400070

• Bengaluru :- Office No. 71 K 277/11 5th, A Cross Manjunath Nagar, Kalkere Main Road, Banaswadi Bangalore, Urban, Karnataka - 560043

• www.benchmarkmarcom.events

• info@benchmarkmarcom.events

Altruist Technologies Pvt. Ltd
12B, Amar Synergy, Sadhu Vaswani Chowk, Agarkar
Nagar,
Pune, Maharashtra 411001



8668464282

Date: 27 Sep 2023

Letter Of Intent

Dear Momin Arbaz Akbar

As per your Request / Application we are pleased to offer you a position of Business Associate, Operations at our Altruist Technologies Pvt. Ltd 12B, Amar Synergy, Sadhu Vaswani Chowk, Agarkar Nagar, Pune, Maharashtra 411001 office.

This training position is for a term beginning 27 Sep 2023 (Bajaj Finserv_Pune AS_CS) subject to the condition that if the process for any reason is dissolved/transferred/terminated, your association will be restricted to that period.

You will be eligible for a stipend of Rs. 300/- Per Day (Excluding weekly offs, leaves & holidays) for your initial process training. The payout eligibility is subject to successful process training accreditation.

Post successful completion of null months on the Job training you will be offered a full time Business Associate role at a CTC of Rs.14601/- , and an appointment letter will be issued to you.

By accepting this offer you agree that you:

Intend to successfully complete the training program and stay in the position for a period of time equal to, or greater than the length of the training program; Understand that lack of success at any stage of the training program, or lack of acceptance into a required position due to an inability to meet the minimum requirements may be a reason for removal from the position and you will not be eligible for any compensation pay out (stipend/salary); and Will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your appraisals and setting your objectives, discuss and resolve problems with your Trainer/ Supervisor as they arise

Please bring the following to the start of your session as informed by the Human Resource Department:

1. Birth certificate / Leaving Certificate.
2. Matriculation certificate / graduation certificate.
3. Residential proof (Aadhar Card/ Voter ID card, Rent/Lease deed etc.).
4. Experience Letter.
5. 6 Passport size photograph.

Also, a list of additional documents related to your employment will be shared/mailed to you. Please ensure to bring the documents as requested at the start of the session, failing which you may not be eligible to attend the training programme.

Please indicate your acceptance by signing a copy of this letter.

Sincerely,

Authorized Signatory

I accept the offer on the terms and conditions outlined.

Date: 27 Sep 2023


Signature



Altruist Technologies Private Limited
Registered Office : Plot No. 2, Sector-22, HSIIDC IT Park,
Panchkula, Haryana - 134109, India

Mem I
Roll no. 5821

ONDIRECT



**Rasu
Baig**

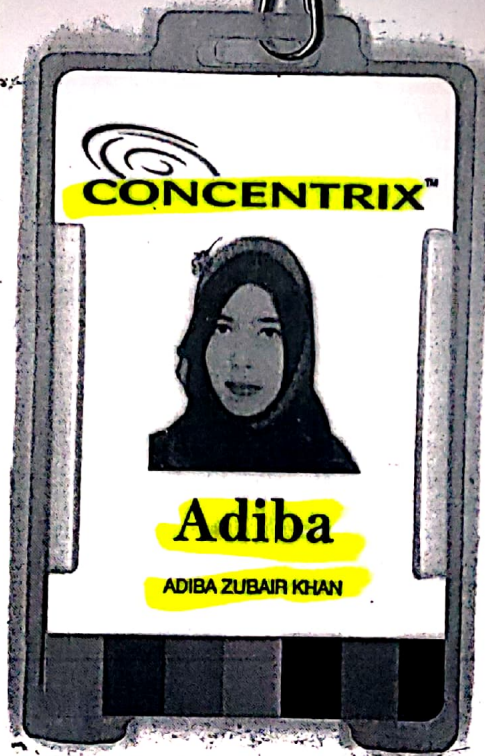
Emp. ID : 104000
Department : Email Verification
Blood Group : B-
Contact (Off) : 72760 22677
Emergency : 8180863831

₹ 2.12 lakh per annum


ONDIRECT

Integrity
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Ownership
Results
Excellence

ONDIRECT Marketing
312, Tower 2, World Trade Centre
Kharadi, Pune 411014
Maharashtra - INDIA



9172189538


CONCENTRIX™



Mohammed

MOHAMMED HUZAF YUSUF SHAIKH

eClery



RUHIDA KHAN

EMPLOYEE CODE 130897

Blood Group : O+ve

Emergency Contact Number : 9322687918

A handwritten signature in black ink, appearing to read 'Ruhida Khan', written over a horizontal line.

Authorized Signatory

Appointment Letter

Dear **Khan Adil Abdul Razzak,**

We are delighted to appoint you on the position of **Senior Audit Associate**, with effect from 1st April 2023 on the following terms and conditions:

1. Reporting Compliance:

Subject to statutory government holiday, your hours of employment are 09:30 AM to 06:30 PM, Monday to Saturday, with 1 hour off for the lunch on each full working day. All Sundays of each month would be the weekly offs.

2. Compensation structure:

Your gross compensation during the period of your employment would be as per attached annexure and subject to statutory deductions, in monthly instalment.

3. Holidays

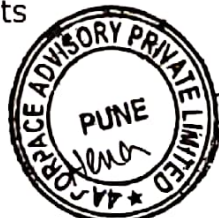
You will get 8 holidays every year. The relevant list shall be published by HR. You are allowed to take 21 days paid leaves in year after completing your probation period from this you can avail maximum 2 leaves in a month.

4. Probation period structure:

Your probation period will be 3 months from the date of your joining; during which your performance will be evaluated at regular intervals.

5. Performance measures:

Your performance shall be assessed after 90 days from the date of your joining which may subsequently lead to revision of your profile. Your key performance indicator shall be discussed with you by your reporting authority and the same shall be further updated to you on timely basis subject to the business needs\requirements



SABA FEROZ KHAN72/570 MAHARSHI NAGAR NEAR VAISHNAVI DAIRY PUNE 37MAHARASHTRA -4110379689517976**APPOINTMENT LETTER**Dear **SABA FEROZ KHAN**,

Subsequent to the meetings between **Concentrix Daksh Services India Private Limited** (hereinafter, 'Concentrix'/Company') and you, we are pleased to make an offer of employment on the following terms and conditions. Your compensation and benefits are detailed in the attached Annexure.

1. Appointment

1.1 You shall be appointed to the position of **Representative, Operations** in Comp Grade 12. This would be your Social Job Title and your Job profile, would be **Advisor I, Customer Service**. Any change in your Social Job Title/ Job profile will be at the discretion of the Company, depending upon the work assigned to you. Job profile must be used for all internal communication and in your e-mail signature. Social job title can be used for business cards and LinkedIn. You may use your Job profile for social purposes as well.

1.2 Your initial place of work shall be Pune (Package - ₹ 2.52 Lakh per annum)

However, your services are transferable to any other role, competency, place or office of the Company or to any subsidiary or associate company, whether now existing or still to be formed. Such transfer/deputation will be in accordance with the Company's rules being in force at the time. On transfer or assignment, you will be governed by the Rules, Regulations and Conditions of Service applicable to that location or role. Refusal to accept such transfer or assignment may lead to disciplinary action including but not limited to termination of your employment.

1.3 Your appointment will be effective from 19/09/2022 or at an earlier date as mutually agreed, subject to your completing the on boarding formalities. You are required to submit all the documents (as per the Mandatory Document Checklist) before 18/09/2022 failing which the Company reserves the right to withdraw this offer letter and/or cancel your appointment. If this date is not suitable, please contact us immediately at glen.james1@concentrix.com to seek an alternative date on which to submit all required documents.

Please note that the offer will be withdrawn at the Onboarding date if you do not notify us of your acceptance or we are unable to agree to an alternate joining date.

1.4 On on-boarding / joining you shall report to **HR Representative** or any other person nominated by him/her.

Signature of Candidate

CNX/REC/ART/AGHR/AFTE/6.4

Concentrix Daksh Services India Private Limited

Registered Address: Hindustan Times House, Level 10, K G Marg, Connaught Place
New Delhi- 110001, India

91 11 68137745

CIN: U72200DL1999PTC102972

info@concentrix.com • www.concentrix.com



Human Resources
20 March 2023

Ms. Khatija Khan,
Pune.

9657464167

Sub: Practical Training under the Cost and Works Accountants Act, 1959

Dear Khatija Khan,

This refers to our discussion regarding your application for the position "Cost and Management Trainee" under the internship scheme as approved by ICWAI.

1. We are pleased to engage you as **Cost and Management Trainee** under the provisions of Cost & Works Accountants Act, 1959. Please note your internship will be active for a period 3 years and will be effective from 20th March 2023.
2. You are eligible for monthly stipend during your internship as under:

	Normal	Intermediate Qualified	Final Qualified
Year 1	INR 15,500.00	INR 17,000.00	INR 22,000.00
Year 2	INR 19,500.00	INR 21,000.00	INR 26,000.00
Year 3	INR 23,500.00	INR 25,000.00	INR 30,000.00

Your stipend may be subject to relevant statutory deductions, as applicable.

3. During your internship, you may be assigned projects, assignments in accordance with the training guidelines laid down by the Cost & Works Accountants Act, 1959.
4. You shall observe the office working hours of Vishay Components India Pvt Ltd, Loni-Kalbhori and all relevant rules & regulations, including general code of conduct which are applicable, and which may be modified from time to time.
5. Please note that this letter does not constitute an employee-employer relationship as your status as an intern will be solely governed by the articles of training under Cost & Works Accountants Act, 1959.

Kindly return the duplicate copy of letter as a token of acceptance.

Your truly,

Vishay Components India Private Limited

N. Nathaniel

Nathaniel Manickam
Director HR, India

K. Khatija

CC: File

APPOINTMENT LETTER

29/06/2022

Aliza Shaikh

Pune

Contact NO: - 9156887529

Dear Aliza

Welcome to the Capita family!

This contract sets out the main terms and conditions, on which Ventura (India) Private Limited will employ you. This contract comes into effect from 30/06/2022. The offer will stand revoked if you are unable to join us on the said date.

JOB TITLE

You will be employed in the position of **Executive - Ecommerce Product Management in India - Band 7 - Operations**. You will be based at **Pune**. However there may be business requirement which requires flexibility of location and you may be asked to work partly or wholly from another location including working remotely from home on a permanent or temporary basis.

The Company reserves the right to change your duties and responsibilities during your employment.

REMUNERATION

Your total remuneration (Cost To Company) on an annual basis will be **₹275,004.00**. All payments made to you will be subject to deduction of tax at source as applicable under the Income Tax Act 1961. Other statutory deductions may be applicable as per the law of the land from time to time.

Please find details of your package attached in the Salary Annexure. This amount is inclusive of your basic salary, statutory allowances to which you will be eligible and subject to statutory deductions as per the law of the land.

Salaries are normally reviewed annually. The review does not guarantee you an increase in salary. Any increase will be awarded on the basis of individual performance and the achievement of objectives, business profitability and market rates.

BACKGROUND CHECKS / REFERENCES

Background check will be conducted verifying your Highest Education, Last 2 Employments and a Criminal Check for present and past addresses. These will cover suitability for the job, reliability and honesty. Should such background checks prove unsatisfactory, your employment in the Company will be withdrawn. At the time of joining and throughout the course of your employment with the Company, you are required to have a minimum Credit Score of 600 or above and no previous/existing criminal records against you. Subsequent to your joining, in case your Credit Score falls below 600 or there is any change in your criminal records, you are expected to proactively report any such changes and consequences arising thereof, to the Company immediately. The Company reserves the right to request for re-verification of your Credit Score and/or Criminal Check at any time during your employment as part of regulatory/audit requirements and as a commitment to its Clients.

Meeting minimum required standards are a must to ensure continuance of the employment contract.



eTeam InfoServices Private Limited

Sakina Hakimuddin Durhan
Sunshree Kangan Wing 1 Flat No. 801,
NIBM Road, Rims School, Pune, Pune City
Pune, MH 411048

Date: March 3, 2023

Contact No:- 8208550486

Dear Sakina,

Subsequent to our discussion, we are pleased to appoint you in eTeam Infoservices Pvt. Ltd as "Documentary Trade Operator". You are expected to join on or before "March 31, 2023", failing which, eTeam reserves the right to rescind this letter.

You will work out of our client office and your Annual Cost to Company (CTC) will be Rs. 3,00,000 (Rupees Three Lakhs Only) as detailed in Annexure "A".

During your period of employment, you would be governed by the terms and conditions as per the appointment letter and HR Handbook which would be amended from time to time.

I) DOCUMENTS

You shall produce at the time of starting employment (or within one week thereafter) the documents to the Company as mentioned below. Any delays in submitting the requested documents, it may affect your joining or processing your first pay.

This appointment is offered based on your having furnished the Company, correct information regarding your past service and other records. If at any time it is revealed that employment has been obtained by furnishing false information or withholding pertinent information, the Company will be free to terminate your service at any time without notice.

- Copies in support of your educational qualification(s) (marksheets and degree certificates)
- Copies in support of your work experience (Offer/appointment and experience/relieving letters)
- Copy of your resignation acceptance or release communication from current employer
- 2 passport size photographs
- Form 16/salary certificate/Bank Statement
- Address proof (Aadhar Card, PAN, Passport etc.)
- Compliance Documents (Form F, Form 2, Form 11, etc)

II) SALARY

a) Your annual remuneration is as specified in Your Appointment Letter.

b) This compensation package has been customized for you after taking into account your qualifications, and relevance of experience and your role and responsibilities.

c) You will be required to strictly maintain the secrecy and ensure that you do not divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee, except to the Head of your department and the Head of HR Dept. of the Company.

d) In the similar way, when deputed to work/interact at the client site, you are expected to maintain full confidentiality regarding your salary packages and expected not to discuss or disclose the same to any member of the client staff in the interest of maintaining and promoting good and ethical functional business relations with other clients.

e) Please note that the salary structure of the Company may be altered modified at any time without prior notice and other terms may accordingly be altered modified at any time. Further salary, allowances and all other payment benefits will be governed by the

• 285 Davidson Ave Suite 406 Somerset, NJ 08873 (US Office)
• Suite No. C/S, B-8 3rd Floor Sector- 2, Noida (UP) - 201301

Rödl & Partner

Rödl & Partner Consulting Private Limited
Lunkad Sky Cruise, Wing- B
Survey No 210/3, Viman Nagar
Pune 411014

T +91 20 6625 7100
F +91 20 6625 7199
pune@roedl.com

Ms. Arshiya Shaikh

DATE: 08th August, 2022

1/3

Subject: Offer Letter

Dear Ms. Afiya,

This has reference to your application & the subsequent interview you had with us. We are pleased to offer you a position of an **Executive-Treasury** with Rödl & Partner Consulting Private Limited (hereinafter called "Company").

You will be responsible for the assigned responsibilities as an Executive in the Treasury Team for client companies of the COMPANY. The responsibilities may be amended at the sole Discretion of the COMPANY.

You will draw a consolidated salary of **INR 3,25,000.00 (Three Lakhs Twenty Five Thousand Only) CTC per year**. The salary will be paid in 13 monthly installments in case you opt for the Employee Mode. The Salary split is listed in detail in the Annexure to this offer letter

Your date of joining shall be **16th August, 2022**. You may join the Company prior to said date subject to written communication to the Company and approval of same by the Company. The Company is at liberty to withdraw this offer in case you fail to join on or before **16th August, 2022**.

On the date of your joining, you are required to enter into an Employment/Consultancy Agreement with the Company. You are further required to provide to the Company on the date of your joining copies of your birth certificate, passport, proof of residence and all documents pertaining to your educational and professional qualifications.



RÖDL & PARTNER IN GERMANY
Augsburg, Bamberg, Bayreuth, Berlin, Bielefeld, Chemnitz, Cologne, Dresden, Eschborn, Fuehr, Hamburg,
Hannover, Herford, Hof, Jena, Kulmbach, Ludwigshafen, Mettlach, Munich, Muenster, Nuremberg, Plauen,
Regensburg, Seib, Stuttgart, Ulm

RÖDL & PARTNER INTERNATIONALLY
Austria, Azerbaijan, Belarus, Brazil, Bulgaria, People's Republic of China, Croatia, Cuba, Czech Republic,
Cyprus, Denmark, Estonia, Ethiopia, Finland, France, Georgia, Hong Kong S.A.R., Hungary, India, Indonesia, Iran,
Italy, Kazakhstan, Kenya, Latvia, Lithuania, Malaysia, Mexico, Moldova, Myanmar, Philippines, Poland, Portugal,
Romania, Russian Federation, Serbia, Singapore, Slovakia, Slovenia, South Africa, Spain, Sweden, Switzerland,
Thailand, Turkey, Ukraine, United Arab Emirates, United Kingdom, United States of America, Vietnam

REGISTERED OFFICE
Lunkad Sky Cruise, Wing- B
Survey No 210/3, Viman Nagar
Pune 411014
CIN : U74999PN2014FTC150313

23-Nov-2022

Aayesha Shakil Shaikh

128/8A Shiv Darshan Ext to Rajeev Gandhi School

Shiv Darshan Pune Maharashtra 411009

India **7038430235****Letter of offer****Dear Aayesha,**

With reference to your application and the subsequent interview you had with us, we are pleased to inform you that you have been selected as **Associate - Ops** in **WNS Global Services Pvt. Ltd.**, based at our **Pune - Magarpatta** office. The key components of your offer are as detailed below :-

Career band: Your career band would be **Professional**.**Role band:** You would be placed in role band **A**.**Title:** The title that you would be using both internally and externally would be **Associate - Ops**.**Compensation:** Your Total **Gross Pay** will be **INR 3,48,400 (Indian Rupees Three Lakh, Forty Eight Thousand, Four Hundred Only)** per annum which is inclusive of Fixed Pay and Variable Pay/ Performance Incentive. The detailed break-up of your compensation is given in the Annexure II for your reference.**Joining Date:** You are expected to join us by **23-Nov-2022**.**Place of work:** Your place of work will be **Pune - Magarpatta**. However, your services are transferable, and you may be assigned after reasonable notice, to any location in India or abroad where the Company or any one of its associates or customers conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.AUSTRALIA
COSTA RICA
INDIA
THE PHILIPPINES
ROMANIA
SRI LANKA
UAE
UK
USA

For WNS Global Services Pvt. Ltd.

*Adil Nargolwala***Adil S Nargolwala**
Corporate SVP - HR
Head Talent Acquisition**WNS Global Services Pvt. Ltd, Plant No. 10, Godrej & Boyce Complex, Pirojshanagar, LBS Marg, Vikhroli (West), Mumbai 400 079 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 | CIN: U72200MH1996PTC100196**

DocuSigned by:

Aayesha

156B4FE6AD7942C...

Accepted and Agreed**Aayesha Shakil Shaikh**
Candidate's Name & Signature



+91 879 611 1885

info@alifconsulting.com

Office No 519, Clover Hills
Plaza, NIBM Road.
Pune, India

www.alifconsulting.com

Ms. Maheknaaz Shaikh

+91 8788116539

Pune.

Subject: Offer Letter

Dear Maheknaaz,

Welcome to ALIFCLOUD IT Consulting Pvt. Ltd.!!

With reference to the interview that you had with us, we are pleased to offer you a position of : Human Resource Executive.

As discussed, your **Gross Salary will be Rs. 3,57,840 L.P.A** , subject to various deductions as per the company and government policies.

You are expected to report for duties at the earliest possible date, but not later than 16th August 2022, failing which, this offer stands withdrawn automatically.

You would be on probation for a period of 3 months from the date of joining, which is subject to a monthly review

M.com-1



LPC Advisors Pvt. Ltd.

Pune Address :
Office No-001, Pentagon
Tower 2 (P2), Magarpatta City,
Hadapsar, Pune-411013
Maharashtra, INDIA
Phone: +91 - 8237338787
Email : info@lpcadvisors.com
Website : www.lpcadvisors.com

17th August 2023

APPOINTMENT LETTER

Name: Heena Zakaulla Khan

Designation: Sr. Executive-Research

Employee ID: LPC1093

Band: 1

Contact No :- 9763808766

With reference to your application, we are pleased to offer you employment in the capacity of "Sr. Executive-Research" in – LPC Advisors Pvt. Ltd. subject to the following terms and conditions:

Appointment and Probation Period

You are hereby employed in the capacity of "Sr. Executive-Research" with effect from Monday 7th August 2023.

1. You shall be required to serve a probation period of 06 months from the Joining Date. Such period of probation maybe reduced or extended for such further period as the Company may consider fit.
2. After successful completion of the probation your employment shall be confirmed via written document by the Company unless specifically informed to you to the contrary. Provided the Company reserves the right to inform you about non-confirmation if your performance is not found to be satisfactory and up to the standards required by the Company within a reasonable time after probation.
3. After receipt of the confirmation letter, you will be considered as a confirmed employee and all the company rules and policies for permanent employee will be binding by you.

28 / Aug / 2023

Infosys



Zainul Aabedin Nisar Shaikh

9063896

Contact No:- 8007302940

Infosys

Infosys BP 1 Limited

Electronics City Hosur Road, Bengaluru 560100
Phone No:-080 41879999

Employee Name

Zainul Aabedin Nisar Shaikh

Employee Number

9063896

Emergency Contact Number

7304472067



E

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