



Corporate Office
No. 2, NPL Vigneshwari Road,
Muneshwari, Bangalore - 560047
Tel: 080 4581 1034 / 080 4581 1035
Fax: 080 4581 1036

Date: 21-11-2018

Applicant Id : KA4581_IL034_002711
Name : Mr Neetesh Patkar
Location : BHOPAL

OFFER LETTER

Dear Neetesh Patkar

Thank you for meeting us.

Based on your resume and the interview you had with us, we are pleased to make you an offer of appointment as **EXECUTIVE** on deputation to our client **AAVAS FINANCIERS LIMITED** on fixed term contract, for the remuneration as offered and agreed by us (details given below). The Management reserves the right to bifurcate or merge the allowances in basic salary.

The Net Salary (In Hand) offered to you is **Rs 15000.00 only per month**; detailed breakup is enclosed.

The management reserves the right to utilize your services on deputation to our clients on fixed term contract, anywhere in India, through our branch offices, either in existence or which may come into existence. Your initial place of posting will be at **BHOPAL**. However, you will be required to report to our Branch Office (address mentioned at the top right corner of this letter), to complete your joining formalities.

This appointment offer is subject to:

- a) The information provided by you in your resume and interviews are correct and valid.
- b) This appointment is valid from the date of your joining which should not be later than **15 days** of issuance of this letter; your expected DOJ is **23-11-2018**. Your formal appointment letter will be issued at the time of your joining, subject to receipt of various mandatory documents, as per list given below. Please carry the following documents (original as well as photocopies) when you visit our Branch office to complete the joining formalities.
 - Aadhar card for proof of identity, proof of date of birth and proof of address.
 - Educational certificates
 - ESI declaration in Form 1, PF nomination in Form 2 and Gratuity Nomination in "Form F"
 - PAN Card, Bank A/C details with proof
 - Six passport size photographs
 - Experience certificates and relieving letter from your previous employer (if applicable).
 - Proof of your last drawn salary (if applicable)

Please note that any claims based on alleged verbal promises by any authority in the organization are not a part of this letter and will not be entertained in future.

We look forward for you to join our organization at the earliest.

With warm regards, yours truly,

Authorized Signatory
Adecco India Pvt. Ltd.

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____



Ref: SHU/2022/12485

Offer of Appointment

Date: 24-Aug-2022

To,
NEETESH PATKAR
WARD NO-13
NEW CITY COLONY
BEGUMGANJ ,RAISEN BEGUMGANJ
MADHYA PRADESH-464881

Dear Neetesh,

This is with reference to the various meetings and discussions we have had with you. We are pleased to offer you an offer of appointment for the role of **Manager Legal** in our organisation, Shubham Housing Development Finance Company Ltd. (SHDFCL). You would be required to be based at Bhopal and are liable to be transferred to any other office, subsidiary or location in India at the sole discretion of the management.

Your Annual Cost to Company would be Rs. 4,44,000/- (Rs. Four Lakhs Forty Four Thousand Only) as per the remuneration policy of the Company. The details of your compensation are attached in the Annexure 1.

Your date of joining will be on or before **1st Oct 2022**. This offer will be effective your date of joining work, submitting the required documents and satisfactory reference checks, if any.

Below mentioned are the **terms and conditions** governing your employment:

1. **Probation period:** You will undergo a period of probation of 6 months from your date of joining or such other extended period as may be decided by us based on your performance during the probation.

If you are joining as a Relationship Officer, Sales Manager and Relationship Manager you will undergo a period of probation of 4 months from date of joining.

Your confirmation or status of probation will be subject to the evaluation done by your superiors at the end of your probation period. A probation policy will be provided in the HR Policy Manual for more details on the rules governing probation. In case the management is of the opinion that the above period of probation is not sufficient for you to acquire the skill and knowledge for the post appointed, the period of probation can be extended for a maximum of 2 months (2 extensions of 1 month each).



Deductions:

Applicable Professional Tax and Labour welfare fund will be deducted from the salary on a monthly basis as per the rules applicable from time to time.

Income Tax will be deducted from the salary on a monthly basis as per the rules applicable from time to time.

I agree to the above salary breakup and accept the conditions for deductions.

We would like to inform you that we carry out background screening process for all our employees. During the process we will validate your credentials which includes your two previous employment, criminal checks, KYC checks & other verifications as required for your employment in Shubham. Your offer of appointment is subjected to the consideration that all statements/information made or particulars given by you in the course of your employment application are ought to be authentic and true. In case if any information/ document or statement given by you is found to be incorrect, incomplete or false, the organisation reserves the right to take appropriate action against you which may include revoke of offer of employment or termination of your employment

We shall appreciate your confirmation of acceptance of the above offer within 2 days.

We congratulate you on your choosing Shubham as a Career Option and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards enabling people to live in better homes. We assure you of our support for your professional development and growth.

We welcome you to the Shubham family and hope you have a long and fruitful association with us.

Please sign this letter confirming your acceptance of the above terms and conditions of appointment and return it to us for office records.

A handwritten signature in black ink, appearing to read "Anil Rathore", with a horizontal line underneath.

Anil Rathore
Head-Human Resources

A handwritten signature in black ink, appearing to read "Shubham", with a horizontal line underneath.
Candidate Signature