



**MEGASTAR FOODS LIMITED**

**Name: Saniya Zehra**

**Date: 22/04/2019**

**LETTER OF OFFER**

Dear Saniya Zehra,

Based on the contents of your resume and our various discussions, we are pleased to offer you the position of "**Operations Executive**" in our organization "**Megastar Foods Ltd.**". We do trust and believe that your knowledge, skills and experience will be among our most valuable assets.

The offer by the Company is made on the following terms, which will be effective from the date of your joining the Company as a regular employee:

- **Salary & Benefits:** You will be entitled to **Rs 4,64,000 /-** as CTC as per Annexure 1
- **Location:** Chandigarh, India

You will be governed by the terms and conditions of employment as per the Code of Conduct and various other applicable policies of the Company. This offer is subject to a satisfactory reference and background check of your credentials. A formal employee agreement will be issued to you on your date of joining (**22<sup>nd</sup> July, 2019**) which needs to be signed and handed over.

You will be under probation for a period of 6 months. This probation can be extended at the discretion of the management. Either the company or you may terminate this Agreement with immediate effect and without cause within the first three months of the joining date of the Employee. In the next 3 months of probation the notice period will be of 15 days.

Please sign the duplicate of the letter of offer, where indicated, and return it to the undersigned as your acceptance. You are requested to carry all the required documents at the time joining (Refer to Annexure 2).

Please share your acceptance in writing and confirm the joining date on receipt of this mail.

**Megastar Foods Ltd.**

*Barkha Sharma*

Barkha Sharma (CHRO)

**Megastar Foods Ltd**

Registered Office: Plot No. 807, Industrial Area, Phase-II, Chandigarh-160 002

Mob:- +91 172 2653807, 5005024

Website: <https://www.megastarfoods.com>

**Registrar**

**Invertis University**

Bareilly

*[Signature]*  
Director Corporate Relations

**Invertis University**

Bareilly



**MEGASTAR FOODS LIMITED**

**Job Offer Acceptance**

By signing and dating this letter below, I, Saniya Zehra, accept the above offer of "Operations Executive" for Megastar Foods Ltd.

Signature: \_\_\_\_\_

Date:

**Summary of Gross Fix Salary (Annex 1)**

Particulars	Monthly (INR)	Yearly (INR)
Basic	15,500	186000
HRA	8,400	100800
Conveyance Allowance	6,567	78804
Special Allowance	8,200	98400
Gross Salary (A)	38,667	464,004

- This offer letter is valid only on your acceptance on or before 29<sup>th</sup> April 2019.
- Apart from the overall CTC you are also entitled to receive a one-time amount of INR 10,000 as Relocation Bonus which will be paid to you after 3 months of your relocation to Chandigarh.

**Documents Required on the Day of Joining (Annex 2)**

- Photocopies of Degree of Highest Education / Professional Qualifications
- Copy of any Photo ID of self-attested PAN card and Passport
- Copy of Driving License / Photo ID of Election Commission / Aadhar Card for address verification

**Megastar Foods Ltd**

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