



Date: 10th February 2021

Letter of Intent

Dear Jitendra,

Thank you for participating in our selection process. We are pleased to offer you the position of 'GET' on the following terms and conditions:

1. Your Posting will be at **METWORKS SYSTEMS PVT LTD**, Greater Noida **post your final semester exam which will be communicated to you by the Company.**
2. Your compensation on a cost to company basis will be **Rs. 336,160** (Details of which you can find below).

GET	
Grade: O-3	Level: Senior Officer
Band: B-1	
Details Of Remuneration	Annual Amount (Rs.)
Basic (Includes Employee's PF Contribution)	153,000
HRA	48,000
Conveyance Allowance	19,200
Medical Reimbursement	15,000
Performance Allowance	30,000
Other Allowance	49,800
Gross Salary	315,000
Employer's Contribution for PF	14,400
Employer's Contribution for Health Insurance	1,000
Gratuity (As per Act)	5,760
CTC	336,160

- **CTC of Rs.1,53,885/- during initial period of 3 months from Date of Joining and thereafter the above mentioned CTC will be applicable.**
 - Performance Allowance is based on the achievement of your respective Goals will be paid on monthly basis.
 - The service agreement will be of 1 Year with training cost of Rs. 75,000: duly recoverable in case of not completing the set tenure.
 - The notice period applicable to you would be **1 Month.**
3. This appointment will be subject to you being found medically fit.
4. This appointment stands valid subject to your provided information about yourself, work-ex, Marks & qualifications.

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly



NETWORKS
SYSTEMS PVT LTD


5. This Company shall have the rights to terminate your service without notice and without assigning any reason thereof, if the information given by you at the time of interview or in the application form is found to be incorrect, or in case of any serious misconduct.

6. You will be required to produce your original certificates/ documents and submit photocopies of your Pan Card, Driving License, Medical Clearance Certificate, Mark sheets, Permanent Address Proof, Local Address Proof, work-ex certificate, last 3 months Salary Slip while collecting your appointment Letter.

7. Kindly confirm your acceptance of this offer by signing and returning a copy of this letter by **15th February 2021**, henceforth, offer will be forfeited.

We look forward to your joining our team for a long, successful and pleasant association.

Regards,


Gaurav Garg
Head - HR
Networks Systems Pvt Ltd


Registrar
Invertis University
Bareilly


Director Corporate Relations
Invertis University
Bareilly