

Offer Letter

Date: 26th November 2021

To,

Mr. Harshit Pant Bareilly, India

Re: Offer Letter for the position of 'Business Development Executive'

Dear Mr. Harshit.

This is in reference to your application and the subsequent interview you had with us in connection with your employment in our company, we are pleased to make you an offer of appointment as "Business Development Executive" with a salary of Rs. 16,000/- per month as offered and agreed. Your place of work will be "Delhi/NCR" and you will be reporting to "Mr. Himanshu Mishra" (Zonal Manager) at joining date. The Management reserves the right to utilize your services in any of our group companies, located elsewhere in India or abroad, either in existence or which may come into existence. You have to work from Monday to Saturday (2 Saturday's Off and 1 Paid Leave Allowed per month) and your working hours will be 9 AM to 6 PM. You have to serve your duties with proper discharge for the company during these working hours.

You are advised to submit the following documents on or before your date of joining the office.

- 1. Photocopies of educational certificate.
- 2. 4 passport size photographs.
- Proof of residence. Two references along with Name, Complete Address & Contact Numbers.
- 5. Photocopy of PAN Card, Aadhar Card.

You are required to join the office on 17th January'2021.

Permission of Background check-

Your signing the Document authorizes the company to conduct Background check. In case the Background check is found not confirming, the offer letter would be deemed as Cancelled.

For Techchef Consulting India Pvt. Ltd.

Srighti Verma

HR Associate

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Techchef Consulting India Pvt. Ltd.

Accepted By

Date 17/12/21

Director Corporate Relations

Invertis University

Corporate Office: 1006, New Delhi House, 27, Barakhamba Road, Connaught Place New Delhi-110001

Mob: 8700091463 : ☐ enquiry@techchef.in : @ www.techchef.in Registered Office: T 251, UGF Prem Nagar, Utlam Nagar, New Delhi - 110059

B-406, Gallería, Above ICICI Bank, Hiranandani, Powai, Mumbai-400083 (Maharashtra) Contact No.: 8700091462, 022-49710473. ☑: enquirymum@techechef.in @:: www.techchef.in