



**Subject: Letter Of Intent**

Dear **Uzma Khurshid**,

We are pleased to appoint you as **Software Engineer Trainee** at **Tech Superior Consulting Pvt.Ltd** And you joining would be on or before **10<sup>th</sup> January, 2022**.

**LOCATION:** Your place of posting shall be **Gurgaon(Haryana)**. However, you may be required to travel/relocate to any other location based on the business requirement.

**COMPENSATION:** Your **annual compensation** at the Date of Joining would be **Rs 3,50,000**. You would be eligible for **incentive of upto 40,000** based on your performance.

**CONFIDENTIALITY:** During your employment you may be privy to information relating to the business of Tech Superior Consulting Pvt.Ltd, including but not limited to client lists, trade secrets, client details and pricing structures. Confidential information including client lists, trade secrets, pricing structures and any and all documents created by you in course of your employment remains the sole property of Tech Superior Consulting Pvt.Ltd. You shall not either during your employment or after your employment, without the consent of the Company, directly or indirectly divulge to any person or use the confidential information for your own or other's benefit.

**NOTICE PERIOD:** You or the Company may terminate the appointment by giving one week's notice in writing. The Company may choose to pay you salary in lieu of notice. Should we find you guilty of violating the Companies Code of Conduct which we consider detrimental to our interests or which violates any of the terms of this letter, your services may be terminated immediately without notice.

**JURISDICTION:** This Agreement is made in the NCT of Delhi.

Sincerely,

For Tech Superior Consulting Pvt.Ltd Private Limited

Manish

Manish Somani

I, Uzma Khurshid, acknowledge and accept the terms and conditions of this LOI.

**Candidate's Signature**



**Please submit following documents\*\* on the day of joining:**

- 1) PAN Card copy
- 2) Id proof: Aadhaar Card/DL/Voter ID/Passport (Copy)
- 3) Permanent Address Proof - copy
- 4) 2 Passport size photographs
- 5) 10th & 12th mark-sheets/pass certificates
- 6) Highest 2 Degrees
- 7) Cancelled cheque

**\*\*Note: In case of any insufficiency please inform before joining.**