

# **iTutorGroup**

Date: 25<sup>th</sup>, Feb 2023

To,  
Anil Verma,  
Invertis Bareilly,

Sub: Offer Letter

Dear Anil Verma,

In reference to your application, we would like to congratulate you on being selected as **Business Development Trainee** into a full-time position with **Itutor Group**.

Your job is scheduled to start effective **4<sup>th</sup> March 2023**. The intent of this letter is to offer a **full-time opportunity** with **Itutor Group**. At the end of the year your performance will be reviewed and contract may be renewed for next year. We, at Itutor are excited to welcome you on board!

If you wish to decline the offer of a full-time employment, you will be required to pay in lieu of the allowances of 6 months, the lock-in duration with the organization will be for **18 months** during your full-time employment period.

The project details and technical platform will be shared with you on or before **commencement** of your job.

You are requested to return a copy of this offer letter as a token of your acceptance and confirm the exact date of your joining with our organization within 5 days.

Please see below Annexure – A for the detailed salary structure once you commence your fulltime employment with Itutor. You will also be paid one-time retention bonus of INR 50,000 post the completion of 12 months as a full-time employee with Itutor.

Best wishes and welcome to the **Itutor** family.

Accepted

Anil Verma

REGISTERED  
Invertis University  
Bareilly

S. P. Gaud  
Director Corporate Relations  
Invertis University  
Bareilly

# iTutorGroup

## Annexure A

| Particulars  | Monthly (₹)   | Annually (₹)   |
|--|---------------|----------------|
| Basic Salary   | 12,163        | 145,956        |
| House Rent Allowance                                   | 5,830         | 69,960         |
| Professional Attire Allowance                          | 880           | 10,560         |
| Telephone Allowance                                    | 880           | 10,560         |
| Leave Travel Allowance                                 | 1,450         | 17,520         |
| Professional Development Allowance                     | 3,787         | 45,444         |
| <b>CTC (Excluding Other Benefits &amp; Incentives)</b> | <b>25,000</b> | <b>300,000</b> |

|                              |               |                |
|------------------------------|---------------|----------------|
| <b>Total Cost To Company</b> | <b>25,000</b> | <b>300,000</b> |
|------------------------------|---------------|----------------|

| Other Benefits (Apart from CTC) | Monthly (₹)  | Annually (₹)   |
|---------------------------------|--------------|----------------|
| Gratuity (Amount for an year)   | ₹ 701        | ₹ 8,412        |
| Personal Accidental Insurance   | ₹ 100        | ₹ 1,200        |
| <b>Total Benefits</b>           | <b>₹ 801</b> | <b>₹ 9,612</b> |

For, Itutor group.



Rita D'souza

Human Resources- Manager

Accepted

Anil Verma

Registrar  
Invertis University  
Bareilly

SP Gaur  
Director Corporate Relations  
Invertis University  
Bareilly