



14th April 2023

Mr. Sugandh Kapoor
Invertis University, Bareilly

OFFER LETTER

Dear Sugandh,

Welcome aboard Finesse Services Private Limited!

With reference to your application and subsequent interview, we are pleased to offer you employment in Finesse Services Private Limited as a **Business Development Associate** at the CTC of INR.3,00,000 per annum.

At the time of confirmation, you will be issued a formal appointment with the employment terms. On acceptance of the offer letter, you will have to sign a CTSA (Confidentiality & Trade Secret Agreement) to work with Finesse Services Private Limited. You will be bound by its terms.

You may be eligible for the leaves as per the company's policies. In case, leave is taken for some reason beyond control, a pro rata deduction will be made. Any genuine leave taken on account of illness or attending the jury will be considered by the management.

You are requested to join the company on or before **10th July 2023**.

Please revert to us with your acceptance to this offer letter.

Looking forward to your joining Finesse Services Private Limited

Regards,

Neha Saxena

Human Resource Business Partner
Finesse Services Private Limited

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly