



RNB

GLOBAL UNIVERSITY

Educating stars for tomorrow

Placement Details of

2017-2018

RNB GLOBAL UNIVERSITY

RNB Global City, Ganganagar Road,

Bikaner, Rajasthan 334601

List of students of 2017-18

Year	Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
2017-18	AjoshwetaPeriwal	MBA	ICE Creative Excellence Private Limited Corp Office : Loadstar Bldg, Killick Nixon Compound, Saki Vihar Road, Nr. Chandivali Petrol Pump, Andheri (E), Mumbai-400072	310,000.00
2017-18	Apeksha Modi	MBA	Angel Broking, Mumbai, 02240003600	180,000.00
2017-18	Ashima Gupta	MBA	Manjula Rao BrainBees Solutions Pvt. Ltd. Rajashree Business Park, Survey No. 338, Next to Shorabh Hall, Tadiwala Road, Pune-411001	204,549.00
2017-18	Kamakshi Rawat	MBA	Manjula Rao BrainBees Solutions Pvt. Ltd. Rajashree Business Park, Survey No. 338, Next to Shorabh Hall, Tadiwala Road, Pune-411001	2,04,549
2017-18	Meghna	MBA	Linkruit: Nexus of Ambition, Ahemdabad 9227192207	2,04,000
2017-18	Darshana Ranka	MBA	Premier InfoAssists Pvt. Ltd., Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	3,01,000



2017-18	AjitBhura	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2017-18	Priyanka Baid	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2017-18	Ridhima Chandak	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2017-18	Yogesh Duggar	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2017-18	MrAkshit Goyal	MBA	Vardhman , Wheat Products Pvt Lmted Tel-01522-260171, 9414143151	225,000.00
2017-18	Zeshan Mirza	MBA	QDegreesDivyanka Bansal QDegrees Services Private Limited 601-610, IV Floor, Anchor Mall, Civil Lines, Jaipur-302006 0141-4911882	182,268.00
2017-18	Ashish Kumar Buchha	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2017-18	Amar Singh	MBA	Appeal Qualiserve SangvikaRajvanshi IIIrd Floor, Citadel, Palace Orchard, Undri, Pune - 411060 Ph: 020 26835443	360,000.00



2017-18	Arju Khan	MBA	Appeal Qualiserve SangvikaRajvanshi IIIrd Floor, Citadel, Palace Orchard, Undri, Pune - 411060 Ph: 020 26835443	360,000.00
2017-18	Salony Joshi	MBA	Appeal Qualiserve SangvikaRajvanshi IIIrd Floor, Citadel, Palace Orchard, Undri, Pune - 411060 Ph: 020 26835443	360,000.00
2017-18	Rochak Goswami	MBA	Appeal Qualiserve SangvikaRajvanshi IIIrd Floor, Citadel, Palace Orchard, Undri, Pune - 411060 Ph: 020 26835443	360,000.00
2017-18	Leeladhar Upadhyay	MBA	HDFC	310,000.00
2017-18	Sourabh Jain	MBA	Appeal Qualiserve SangvikaRajvanshi IIIrd Floor, Citadel, Palace Orchard, Undri, Pune - 411060 Ph: 020 26835443	360,000.00



PLACEMENTS

2017

DOC201701030001



RNB GLOBAL UNIVERSITY

RNB Global City, Ganganagar Road,
Bikaner, Rajasthan 334601

INDEX

S.No	Topic	Page No.
1.	Placement Policy and Rules	2-6
2.	List of Companies	7
3.	Registration Form	8-11
4.	Undertaking for Placement Exemption	12
5.	Application for Project Semester	13-14



Centre for Leadership & Development

Placement Policy and Rules

RNBGU stands committed to assist the students in getting placed in the reputed organizations. In order to offer fair placement opportunities to all the students and to provide professional services to industry, the Center for Leadership Development (CLD), has formulated placement rules that would be applicable to all the students seeking placement assistance.

Purpose:

Campus placement is a facility provided by the Center for Leadership Development (CLD) for the students of RNB Global University. Registration for the same (Campus Placement Process) is not mandatory for all the student however, only registered students would be allowed to appear in the placement process. The CLD ensures that –

1. Maximum number of students get on-campus placement.
2. Deserving candidates can have the opportunity to start their career with their preferred company.

Eligibility and General Guidelines:

1. All full-time final and pre-final year post graduate students are eligible to participate in the recruitment process provided that they have successfully completed the semester examinations/course and their conduct at the University has been satisfactory throughout the course.
2. To be eligible to participate in the campus recruitment process, students must fulfil the required nomination and registration process.
3. Students not interested in placements are requested not to register for placements and will have to submit an undertaking duly signed by their parents at the beginning of the IV semester.
4. CLD is a facilitator and shall assist the students in summer internship and final placement activities. It does not guarantee jobs / placements. Applying for a company or joining it would be the responsibility and decision of the students.



5. One should apply to an organization only if he/she is eligible and interested in taking up a job at the organization and the location mentioned by them.
6. The students would be given number of options to appear for the campus interview. CLD would be disclosing all the required details about the companies/organizations for the students to apply. A student is required to select and fill in the names of the companies, where s/he would like to apply, in the Registration Form. If the student does not apply or is not selected for whatever reasons the University would not be responsible for the same. There would be no restriction on the number of companies a student can apply from the list provided by the CLD hence, the students are advised to apply in as many companies as they want so that they can get the maximum benefit of the placement process.
7. List of companies would be provided by CLD at the time of registration; however, in case more than two or three companies do not participate in the placement process then the University would try to substitute them with some other companies.
8. Once the final list has been sent to the organization, the students cannot back out from the option. They are also expected to visit the company website before applying for a particular organization.
9. It is the responsibility of the student to check announcements/notices/updated information/shortlisted names etc. on the notice boards of CLD Office/and website/or email and must respond within the stipulated time period. No individual communication would be done with the students.
10. Students can also put up their queries / suggestions by writing an e-mail to the CLD, mentioning their Roll No. / Registration ID or meet them in person
11. Students must submit their Resume/documents/application within the deadline announced by the University. Late submissions will not be entertained
12. It is the responsibility of the students to ensure timely submission of latest photographs, updated resume in the standard format (provided by CLD), certificates, mark sheets and testimonials, whenever required.
13. Students are advised to keep a placement file ready with them containing 5-6 copies of all the above documents. This file is required to be carried along with the Identity card at the time of GD / PI / aptitude test for placements.



14. In case of any discrepancy or amendments in resume, students must inform the CLD by submitting a hard copy of amended resume and also submit a soft copy to the department.
15. At the time of appearing for interviews, students MUST carry copies of the Resume which was forwarded to the company through the University.
16. All sessions (guest lectures, seminars, workshops, industrial trips, etc.) are an important part of the curriculum, an extension of the class room learning and have a direct bearing on the placements. The attendance in these sessions would be monitored and students who fail to attend these sessions may avail lesser options than others.
17. Attendance in activities such as mock interview / GD /PI and other skill based assessments is compulsory. These are being conducted for assessing and providing feedback on improving the employability skills of the students.
18. The University adheres to one student, one job-acceptance policy. The students will be eligible to get only one offer from the company in respect of summer internship/final placement through the University. However, for students who have accepted a job offer by a company offering a CTC below **2.2 lakhs per annum**, there is an exception. Such students would be given a chance to reapply for the recruitment process on case to case basis; although the CLD does guarantee to provide the same.
19. It would be mandatory for the student who applies and gets shortlisted; to go through the entire selection process unless rejected midway by the company. Any student who withdraws his/her candidature deliberately in the midst of a selection process, without any substantial reason, will be disallowed from the recruitment process for the rest of the academic year.
20. Students not appearing for the interview on the planned date would not get second chance to appear for the interview of that particular company except in some emergency cases.
21. Students may be required to go to the companies' office or venue for the purpose of summer internship/final placement as decided by the company.
22. Shortlisted candidates will have to bear the expenses for the journey/travel for the placement procedure.
23. Communication with the firms which are visiting the campus (for ST/ FP or any other related activity) shall be strictly through University representative only. If any student is found contacting the recruiting company at his own discretion, he/she will be debarred from the recruitment process of the University.



24. Pre-placement talks serve as a means to clarify details such as salary break-up, job profile, place of work, bond details etc. with the companies. Students are required to be well-versed with all these details by clarifying them during the pre-placement talk.
25. Any student who has received Pre-placement offer/s from the firms (during their summer internship / off campus interviews), should intimate the same to the department within a week of receiving offer letter
26. Students interested in a particular company are required to attend its pre-placement talk. Only students who have attended the pre-placement talk will be eligible to apply for that company.
27. Students are encouraged to clarify their doubts with the HR's during the Pre-placement talk only.
28. On receipt of a job offer from the company (through the University) the shortlisting of students by the CLD would be done considering the following factors:
 - i. Student's academic Record.(10th ,12,Graduation & PGDM)
 - ii. Area of Major specialization
 - iii. Participation in Pre- Placement activities
 - iv. Interest of the student in the job offer.
 - v. It would largely depend upon the policy/approval from the company offering placement.
29. After having accepted a job offer, if a student does not wish to join the company due to genuine reasons such as pursuing higher studies, then the student is bound to inform the University and abide by the agreements/bonds they enter into with the company.
30. If a student does not join the company even after expressing willingness in writing, S/he will be disallowed from the placements for the rest of the academic year.
31. If a student has more than one offer than at a given time he/she has right of selecting company of his/her choice.
32. Any student who has applied or secured job directly is advised to inform CLD regarding their selection and voluntarily withdraw his/her candidature from placements for the benefit of the other students.



33. The University would allow the students to join the companies in their last semester, as a Project Semester. The students will have to apply for the project semester as per the application given in this document, and will have to comply with the rules of Project semester as amended from time to time by the University.

Student Code of Conduct

1. Students need to be formally dressed in all placement activities, interviews in campus or off campus. Students not professionally dressed would not be permitted to appear in the interview process.
2. Dress Code for the students in all placement related activities including interviews, GD, seminars, guest lectures and industrial trips, etc. is as follows:
 - a. Boys: Corporate Suit, Necktie, Light coloured plain or white shirt, dark coloured trousers, Blazers.
 - b. Girls: Corporate Suit, Necktie, Light coloured or White shirt, Trousers, Blazer
3. Students must carry their I-cards at all times during interviews & screening tests. No one will be allowed to enter the test/interview venue without the I-card.
4. Attendance of shortlisted/eligible students in placement drives is mandatory.
5. Students involved in any indisciplinary activity or malpractices during the selection process (Test/GD/Interview) will be disallowed/debarred/blacklisted from the placement/recruitment process for the rest of the academic year.
6. Students giving wrong data/information he/she will be debarred/blacklisted from the placement activities for the rest of the academic year.
7. Any kind of misbehaviour/complaints reported by the company officials/faculty /staff/volunteers will be taken seriously & those involved will be debarred/ blacklisted from future campus placements.
8. In case of any misconduct or non-adherence to the above by student/s the University reserves the right to withdraw placement assistance to the concerned student/s without any notice and as deemed appropriate.

The above policy and rules regarding placement process is subject to change (which is the discretion of CLD) and shall be notified to the students when amended. In case of any matter not covered above, the decision of Convener, CLD shall be final.



List of Companies

Please check the list of companies in Annexure I



Centre for Leadership & Development

Summer Internship/Placement Registration Form

Registration No.			
Name of the Student			
Program			
Semester		Year	
Enrollment No.			
Date of Birth		Gender	
Postal Address			
E mail		Mobile No.	

Areas of Interest:





RNB

GLOBAL UNIVERSITY

Educating stars for tomorrow

Declaration:

I, _____ S/o, D/o _____ residing at _____ studying in MBA at RNB Global University, with enrolment no _____, do hereby undertake the following:

1. I have read and understood the terms and conditions of placement policy laid down by the University to provide placement assistance.
2. I will abide by the rules and regulations laid down by the University for on-campus Recruitment Process failing which I will be debarred from the on-campus recruitment process and will not have/make any claim on the University in this regard.
3. I am aware of the one student, one job-acceptance policy of the University. Thus, after accepting a job, I will automatically not be allowed to participate in any further recruitment process.
4. I am aware that the University is facilitating companies for placement drive and has provided a list of companies, out of which I'll have to opt for the companies where I would like to apply. I understand that it is my responsibility to apply and perform to the best of my abilities to be eligible for job offer. In case I don't apply or don't get selected for whatever reasons, the University would not be liable for it.
5. I have read and understood the University Placement Policy and understand that it is subject to change/ revision from time to time which are the discretion of CLD.
6. I have informed my parents and they are also aware of the terms and conditions of the University Placement Policy.

Name of the Student-

Signature-



I _____ father of _____ hereby undertake that I have understood the terms and conditions of the placement policy and that this decision of my ward has my consent.

Signature-

Name-

Dated-



UNDERTAKING BY STUDENTS FOR EXEMPTION FROM PLACEMENT ASSISTANCE

I, _____ S/o, D/o _____ residing at _____ studying in MBA at RNB Global University, with enrolment no _____, do not require any placement assistance. I hereby undertake that:

1. I am not interested in participating in any placement opportunity/assistance (on campus / off campus/ online / offline) provided by the University.
2. I am not interested in any industrial exposure (industrial visits / interactions / projects / PDP etc.) arranged by the University or any guest lecture/ seminar/ workshop being organized by the University in this regard.
3. I understand that this is my personal decision and shall be responsible for it and would have no claim on the University regarding this. Further the University would not be responsible whatsoever the condition.
4. I am also aware that I will not be able to change my option (of not taking the placement assistance) throughout the program.
5. I have informed my parents and they are also aware of my decision and have given their consent to it.

Name of the Student-

Program-

Enrolment No-

Signature-

I _____ father of _____ hereby undertake that I have understood the terms and conditions of being exempted from the placement assistance and that this decision of my ward has my consent.

Signature-

Dated-



APPLICATION FOR PROJECT SEMESTER

Date : _____

To,
The Registrar
RNB Global University
RNB Global City, Ganganagar Road,
Bikaner.

Respected Sir,

Ref : Enrollment No. _____

Subject : Change of Semester IV to Project Semester

I, _____ S/o, D/o _____ resident at _____ studying in MBA at RNB Global University, with enrolment no _____, have got selected in _____ and hence request you to kindly change my IV semester to the Project Semester. I undertake the following that:

1. Taking project semester is my choice and I have understood the complete requirements for the same.
2. I shall submit my project reports at appropriate time for each subject as per the course scheme of MBA, required for fulfilment of MBA Degree program, on or before the last date of submission as decided by the University.
3. I understand that I would be evaluated on the basis of the report submitted and viva, whenever scheduled, as per the University guidelines and orders.
4. Being in _____ (organization) is my personal decision. I understand that in case, I leave the job early for whatsoever reason, I am still required to complete the reports and submit them at the desired time and attend the viva as scheduled by the University. The University would not be responsible whatsoever the reason/condition would be there for leaving my job.
5. I understand that by accepting this offer I would not be the part of any further placement drives of RNB Global University and would try to gain maximum from the job I have accepted.
6. I have checked with my company that they would guide me to complete my project report in their company and would also allow/sanction my leaves during the examination. In case the

organization would not provide any leave because of any circumstances, it would be my whole sole responsibility to appear for the examinations as per the University rules and regulations.

7. My parents are well aware of the decision and they have countersigned this application understanding the terms and conditions for this change.

Seeking your co-operation

Regards

Name of Student-

Program-

Enrolment No.-

I _____ father of _____ hereby undertake that I have understood the full terms and conditions of the Project semester and that this decision has my consent.

Signature-

Dated-





To,

Ms. Ajoshweta Periwal

24th January, 2018

Subject: Pre-Placement Offer Letter

Dear Ajoshweta ,

Further to the interview and discussions you have had with us, we are pleased to send you a **Pre-Placement Offer** for the position of **Management Trainee**.

The compensation break-up shall be as follows:

Total Offer: INR 3.1Lacs per annum +Variable Pay (Performance Based Incentives). The detailed annexure of the same would be included in the Appointment Letter.

You will be required to join on or before 1st February 2018, unless the date is extended and communicated to you in writing.

Best Regards

Team HR

ICE Creative Excellence Pvt. Ltd





Ref No. C-108083

29-January-2018

Apeksha Modi

C-73A, Sadul Garj, Bikaner, Rajasthan,

Pin Code- 334001

Dear Apeksha,

Sub : Offer letter for the position of Executive - Sales - Relationship Manager

This has reference to your application and subsequent interview you had with us, we are pleased to offer you the position of Executive.

Your CTC would be Rs.180,000 00/- p.a. For CTC breakup and additional benefits, please go through the Annexure 1, attached herewith

As discussed you shall join duty on or before 31/01/2018 failing which this letter will be treated as cancelled.

At the time of your joining you would be required to submit the following Documents as per the list attached below.

1. Proof of Age
2. Certified true copies of your Educational / Professional Qualification(s) Certificate (s)
3. Experience Certificate(s)
4. Copy of Relieving Letter or acknowledgement of Resignation letter from your last employer.
5. Last 3 months Salary Slip / Certificate.
6. Latest 2 Photograph (Passport Size)
7. NCFM Certificate (if available)
8. Declaration - Prohibition of Insider Trading Regulation
9. Pan Card Copy
10. Address Proof
11. HDFC Bank Account opening form/Existing HDFC Bank Account No

You shall be on probation for a period of Six months and your services would be confirmed based on your performance.

You are required to bring all the above documents on your date of joining. If any of the mandatory documents such as Pan card in the case where acknowledgment is submitted and relieving letter needs to be submitted within 30days from the date of joining, in the event the documents are not submitted within 30 days of joining Angel Broking reserves to take disciplinary action which inter alia include holding of salary and subsequently termination from service without notice.

On your joining date, please meet

On submission of your Joining Kit and other Documents as mentioned above, you will be issued a formal Appointment Letter explaining the terms & conditions in detail





Cessation of Employment

Except as provided otherwise in this letter, your employment may be terminated at any time by either party without assigning any reason, by giving the minimum notice as per the policy. However if your employment is terminated by the company without any sufficient notice, you shall be paid, fixed compensation due in lieu of notice or insufficient notice.

Notwithstanding the above, in case there is any breach of the clause of this appointment by you or you found to have committed an act of misconduct, or your performance is not upto the mark or satisfactory, your services may be terminated with immediate effect. In such event, it would not be necessary for the company to give you any notice whatsoever.

The company may at its discretion, require you to serve the entire notice period or may agree for shorter notice period subject to your paying the pay in lieu of notice period.

Notice pay (salary in lieu of notice) as payable either by the company or by the employee, shall be calculated on the basis of fixed compensation as applicable.

Thank you

for Angel Broking Private Limited

Authorized Signatory

I hereby accept the above offer. _____

Candidate's Signature & Date





COMPENSATION STRUCTURE-Annexure 1

Name	Apeksha Modi
Designation	Executive
Date of Joining	01/31/2018
Grade	M14

Salary Component	Amount per month (INR)	Amount per annum (INR)	Details
Basic	5,726	68,712	38.17% or 40% of Fixed Compensation if PF is opted or not opted respectively and is paid monthly, taxable as per IT Act
HRA	2,863	34,356	50% of Basic Component, is paid monthly, non taxable subject to submission of rent receipt & as per IT Act
Conveyance	1,600	19,200	Fixed amount of Rs. 1600 is paid monthly, non taxable up to Rs. 19,200 p.a.
Medical Reimbursement	1,250	15,000	Fixed amount of Rs. 1250 is paid monthly, non taxable up to Rs. 15,000 p.a. subject to submission of medical bills & as per IT Act
Statutory Bonus	583	7,000	Statutory Bonus as per Payment of Bonus Act.
Other Allowance	2,063	24,756	Paid monthly, non taxable subject to submission of proof of expense & as per IT Act
Gross Monthly Salary (A)	14,085	169,020	
Retiral Benefits			
Provident Fund Employer's Contribution	687	8,244	Employer's contribution @12% of Basic Salary
Total Retiral (B)	687	8,244	
Annual Guaranteed Pay (A+B)	14,772	177,264	
Other Benefits			
Corporate Group Mediciam	192	2,304	Mediciam Benefits provided to Family consists of Self, Spouse and 2 children
Corporate Group Term Insurance	36	432	Term Insurance benefit for Self to provide security in uncertain event
Total Other Benefits (C)	228	2,736	
Total Fixed Compensation (A+B+C)	15,000	180,000	

Gratuity is payable as per the Gratuity Payment Act, 1972.

* ESIC will be deducted as per Employee State Insurance Act.



March 27, 2018

To,
Ms. Ashima Gupta
Bikaner.

Appointment Letter

Dear Ashima,

We refer to your application and the subsequent discussions that you have had with us and are pleased to offer you an appointment in our Company as **Account Manager** at **Bikaner** on the following terms and conditions.

1. Date of Appointment

Your date of appointment will be effective from the date you join the services of the Company, which shall be as soon as possible but not later than **02/04/2018**.

2. Period of Probation

You will be on probation for a period of six months from the date of your appointment. At the end of this period, your performance will be reviewed and if found satisfactory, your appointment will be confirmed in writing. Till such time that you receive such confirmation, you will continue to be on probation. The period of probation may be extended at the sole discretion of the Company. During the period of probation, the Company may terminate your employment upon written notice to you, such notice to be effective fourteen (14) days from the date of such notice or upon giving you seven days' salary in lieu of shortfall of notice. Similarly, you may terminate your employment upon written notice of fourteen (14) days to the Company or fourteen (14) days salary in lieu of shortfall of such notice period.

3. Compensation

In consideration of the full and faithful performance of services required of you by the Company, your compensation will be **Rs.204549/- per annum**. Any statutory or regulatory deduction related to government applicable taxes etc will be deducted as per applicable laws.

4. Review of Compensation

The Company will review your compensation at periodic intervals as deemed appropriate. Changes to your compensation will be discretionary and will depend on relevant factors including the quality and extent of the services provided by you.

5. Transfer

Your services are subject to transfer by the Company in such capacity as the Company may from time to time determine, anywhere in India, to any one of the Company's departments, functions, branches, subsidiaries or associates according to the needs that may arise in the future. Such transfers will not have any effect on your compensation. Consequent to such transfers, you will be governed by the terms and conditions of service as applicable to your category of employees in the new place

BrainBees Solutions Pvt. Ltd.

Rajashree Business Park, Survey No. 338, Next to Shorabh Hall, Tadiwala Road, Pune-411001



6. Extent of Service

You are expected to devote your entire working time, energy, and attention exclusively to your duties in connection with the Company, and shall not take up employment, full time or part time, in any other organization while in employment with the Company.

7. Conflict of Interest

You are advised to avoid conflicts of interest between you as an employee and the interest of the Company in dealing with suppliers, customers and other individuals and organizations doing or seeking to do business with the Company. If any potential conflict of interest does arise, you will promptly notify this to the management.

A few examples of potential conflicts of interest are:

- For you or any dependent member of your family to have an interest in any organization which has business dealings with the Company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held companies which are quoted in an open market.
- For you to use or release to a third party any data or decisions, plans, competitive bids or any other information concerning the Company which might be prejudicial to the interest of the Company.
- For you or any dependent member of your family to accept commission, a share in profits, loans (other than from established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the Company.

8. Trade Secrets and Confidential Business Information

You shall not, while employed by the Company, disclose or use for the benefit of yourself or any other person, partnership, firm, corporation, association, or other legal entity, any of the trade secrets or confidential business information of the Company. Trade secrets of the Company include, but are not limited to, any and all management information, proprietary and technical information of the Company in the nature of computer techniques, programs, services, systems, inventions, and the like employed by the Company and/or its affiliates in India or abroad in the development and operation of its computer products and services. Confidential business information of the Company includes any information other than trade secrets that is of any value or significance to the Company and not generally known to competitors of the Company nor intended by the Company for general dissemination, including but not limited to, policies, strategies, lists of the Company's current or potential customers, prospective leads or target accounts, the identity of various suppliers of products or services, pricing schedules, computer programming needs of its customers, information as to the profitability of specific accounts, and information about the Company itself and its executives, officers, directors and employees.



9. Restrictive Covenants

You will at all times be alive to the need to maintain the reputation of the Company and refrain from taking any action or making any statement that could discredit the reputation of Company or its products or services. During your employment with the Company you shall not, directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, adviser, agent, contractor, director, trustee, committee member or office bearer own or operate in India or elsewhere a business products or services in competition with the business of the Company. Within the one (1) year period immediately following your separation from the Company regardless of the reason thereof, you shall not solicit, induce, aid or suggest to any of the employees, consultants to, or other persons having a substantial contractual relation with the Company to leave such employ, cease counselling or terminate such contractual relationship with Company.

10. Duty To Return Company Property

The Company properties and assets including, but not limited to, the Company products, customer correspondence, internal memorandum, photocopies of products and designs, sales brochures, price lists, customer lists, any customer information, sales literature, notebooks, computer training materials, textbooks, and all other like information or products, including all copies, duplications, replications, and derivatives

of such information or products, acquired by you at any time during your employment and any residential accommodation, automobile, furniture, fixtures, fittings and furnishings, communication equipment, two-wheelers and all other items which may have been made available to you, shall remain the exclusive property of the Company and shall be returned to the Company no later than the final date of your employment with the Company. Until such time as all such property is returned as above mentioned, the Company shall be entitled to withhold any salary, emoluments or other payments due to you then or in future payable to you, and may further, at its discretion, deduct there from the full value of the said property/properties calculated at its then replacement price. This is always without prejudice to the Company's rights in law to take such other legal action against you as is applicable to it as also to its right to recover the full amount of the replacement price, if the dues then payable to you are not sufficient to cover fully the said replacement price. The Company shall be entitled to recover from you and you shall be bound and liable to make good to the Company any loss suffered by the Company on account of misuse of the Company's property by you and/or any damage occasioned to the Company's property whilst in the custody of or entrusted to you.

11. Inventions, Ideas, Processes and Designs

All inventions, ideas, processes, programs, codes, software and designs (including all improvements) (i) conceived (whether or not actually conceived during regular business hours) or made by you during the course of your employment with the Company, and (ii) other ideas, techniques or principles related to the business of the Company, shall be "works for hire" and disclosed in writing promptly to the Company and shall be the sole and exclusive property of the Company. You shall cooperate with the Company and its attorneys in the preparation of patent, copyright and other applications for such developments and shall promptly assign all such inventions, ideas, processes, and designs to the Company. The decision to file for

patent or copyright protection or to maintain such development as a trade secret shall be in the sole discretion of the Company, and you shall be bound by such decision.

12. Termination of Employment

The Company shall be entitled to terminate this employment for any of the following causes:

- Dereliction of duties
 - Breach by the Employee of any of the terms of this appointment
 - Insubordination or failure to comply with directions given to you by persons so authorized by the Company.
 - Misuse or misappropriation of the Company's property.
 - Convicted for any offense involving moral turpitude.
- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its customers.

In the event the Company terminating your employment on any of the above grounds, the termination shall take effect immediately upon receipt of the communication by you and in any event not later than the expiry of 48 hours from the dispatch of letter terminating services. The Company may, without assigning any cause, terminate your employment after confirmation upon written notice to you, such notice to be effective seven (07) days from date of such notice or upon giving seven days' salary in lieu of notice.

13. Notice Period

After confirmation, you may terminate your employment upon written notice to the Company, such notice to be effective Thirty days after receipt thereof by the Company or by paying the company Thirty days salary in lieu of shortfall of notice period.

14. Past Record

If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any information material to your employment by the Company, you will be liable to be removed from the services of the Company without any notice or compensation whatsoever.

15. Address

The address indicated in your application form will be treated as the correct address for sending any communication to you and unless changed by written intimation by you, any communication addressed to you at that address would be deemed to have been correctly served.



16. Submission of Certificates and Photographs

At the time of joining, you are requested to submit a copy of all educational certificates, relieving letter from your previous employer, Form 16 from your previous employer, your last pay slip and a copy of your passport along with one stamp size photograph.

17. Employment Agreement

You shall be required to execute an employment agreement with the Company which shall set out the terms and conditions of your employment in detail. Should there be any inconsistency between the terms of this letter and the employment agreement; the terms of the employment agreement shall prevail.

You are requested to confirm your acceptance of the terms and conditions contained herein by returning a signed copy of this letter.

We wish you all the best and welcome you to **BrainBees Solutions Pvt. Ltd.**

Yours sincerely,

For **BrainBees Solutions Pvt. Ltd.**



Manjula Rao

VP HR

I accept the offer and agree to be bound by the terms and conditions set out in this letter.

Signature:

Name:

Date:



Salary Structure		
Salary Components	Annual	Monthly
Basic	78072	6506
HRA	31229	2602
Conveyance	19200	1600
Children Education Allowance	4800	400
Reimbursement of Medical Expenses	15000	1250
Bonus	10200	850
City Travel Allowance	30000	2500
Special Allowance	6679	557
Gross Salary	195180	16265
Employer PF Contribution	9369	781
CTC	204549	17046
PF Employer Deduction	9369	781
PF Employee Deduction	9369	781
ESIC	3416	285
PT Contribution	2500	200
Net Take Home Salary	183311	15000

For BrainBees Solutions Pvt. Ltd.

Manjula Rao

Manjula Rao
VP HR



BrainBees Solutions Pvt. Ltd.

Rajashree Business Park, Survey No. 338, Next to Shorabh Hall, Tadiwala Road, Pune-411001

March 27, 2018

To,
Ms. Kamakshi Rawat
Udaipur.

Appointment Letter

Dear Kamakshi,

We refer to your application and the subsequent discussions that you have had with us and are pleased to offer you an appointment in our Company as **Account Manager** at **Udaipur** on the following terms and conditions.

1. **Date of Appointment**

Your date of appointment will be effective from the date you join the services of the Company, which shall be as soon as possible but not later than **02/04/2018**.

2. **Period of Probation**

You will be on probation for a period of six months from the date of your appointment. At the end of this period, your performance will be reviewed and if found satisfactory, your appointment will be confirmed in writing. Till such time that you receive such confirmation, you will continue to be on probation. The period of probation may be extended at the sole discretion of the Company. During the period of probation, the Company may terminate your employment upon written notice to you, such notice to be effective fourteen (14) days from the date of such notice or upon giving you seven days' salary in lieu of shortfall of notice. Similarly, you may terminate your employment upon written notice of fourteen (14) days to the Company or fourteen (14) days salary in lieu of shortfall of such notice period.

3. **Compensation**

In consideration of the full and faithful performance of services required of you by the Company, your compensation will be **Rs.204549/- per annum**. Any statutory or regulatory deduction related to government applicable taxes etc will be deducted as per applicable laws.

4. **Review of Compensation**

The Company will review your compensation at periodic intervals as deemed appropriate. Changes to your compensation will be discretionary and will depend on relevant factors including the quality and extent of the services provided by you.

5. **Transfer**

Your services are subject to transfer by the Company in such capacity as the Company may from time to time determine, anywhere in India, to any one of the Company's departments, functions, branches, subsidiaries or associates according to the needs that may arise in the future. Such transfers will not have any effect on your compensation. Consequent to such transfers, you will be governed by the terms and conditions of service as applicable to your category of employees in the new place



6. Extent of Service

You are expected to devote your entire working time, energy, and attention exclusively to your duties in connection with the Company, and shall not take up employment, full time or part time, in any other organization while in employment with the Company.

7. Conflict of Interest

You are advised to avoid conflicts of interest between you as an employee and the interest of the Company in dealing with suppliers, customers and other individuals and organizations doing or seeking to do business with the Company. If any potential conflict of interest does arise, you will promptly notify this to the management.

A few examples of potential conflicts of interest are:

- For you or any dependent member of your family to have an interest in any organization which has business dealings with the Company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held companies which are quoted in an open market.
- For you to use or release to a third party any data or decisions, plans, competitive bids or any other information concerning the Company which might be prejudicial to the interest of the Company.
- For you or any dependent member of your family to accept commission, a share in profits, loans (other than from established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the Company.

8. Trade Secrets and Confidential Business Information

You shall not, while employed by the Company, disclose or use for the benefit of yourself or any other person, partnership, firm, corporation, association, or other legal entity, any of the trade secrets or confidential business information of the Company. Trade secrets of the Company include, but are not limited to, any and all management information, proprietary and technical information of the Company in the nature of computer techniques, programs, services, systems, inventions, and the like employed by the Company and/or its affiliates in India or abroad in the development and operation of its computer products and services. Confidential business information of the Company includes any information other than trade secrets that is of any value or significance to the Company and not generally known to competitors of the Company nor intended by the Company for general dissemination, including but not limited to, policies, strategies, lists of the Company's current or potential customers, prospective leads or target accounts, the identity of various suppliers of products or services, pricing schedules, computer programming needs of its customers, information as to the profitability of specific accounts, and information about the Company itself and its executives, officers, directors and employees.



9. Restrictive Covenants

You will at all times be alive to the need to maintain the reputation of the Company and refrain from taking any action or making any statement that could discredit the reputation of Company or its products or services. During your employment with the Company you shall not, directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, adviser, agent, contractor, director, trustee, committee member or office bearer own or operate in India or elsewhere a business products or services in competition with the business of the Company. Within the one (1) year period immediately following your separation from the Company regardless of the reason thereof, you shall not solicit, induce, aid or suggest to any of the employees, consultants to, or other persons having a substantial contractual relation with the Company to leave such employ, cease counselling or terminate such contractual relationship with Company.

10. Duty To Return Company Property

The Company properties and assets including, but not limited to, the Company products, customer correspondence, internal memorandum, photocopies of products and designs, sales brochures, price lists, customer lists, any customer information, sales literature, notebooks, computer training materials, textbooks, and all other like information or products, including all copies, duplications, replications, and derivatives

of such information or products, acquired by you at any time during your employment and any residential accommodation, automobile, furniture, fixtures, fittings and furnishings, communication equipment, two-wheelers and all other items which may have been made available to you, shall remain the exclusive property of the Company and shall be returned to the Company no later than the final date of your employment with the Company. Until such time as all such property is returned as above mentioned, the Company shall be entitled to withhold any salary, emoluments or other payments due to you then or in future payable to you, and may further, at its discretion, deduct there from the full value of the said property/properties calculated at its then replacement price. This is always without prejudice to the Company's rights in law to take such other legal action against you as is applicable to it as also to its right to recover the full amount of the replacement price, if the dues then payable to you are not sufficient to cover fully the said replacement price. The Company shall be entitled to recover from you and you shall be bound and liable to make good to the Company any loss suffered by the Company on account of misuse of the Company's property by you and/or any damage occasioned to the Company's property whilst in the custody of or entrusted to you.

11. Inventions, Ideas, Processes and Designs

All inventions, ideas, processes, programs, codes, software and designs (including all improvements) (i) conceived (whether or not actually conceived during regular business hours) or made by you during the course of your employment with the Company, and (ii) other ideas, techniques or principles related to the business of the Company, shall be "works for hire" and disclosed in writing promptly to the Company and shall be the sole and exclusive property of the Company. You shall cooperate with the Company and its attorneys in the preparation of patent, copyright and other applications for such developments and shall promptly assign all such inventions, ideas, processes, and designs to the Company. The decision to file for

patent or copyright protection or to maintain such development as a trade secret shall be in the sole discretion of the Company, and you shall be bound by such decision.

12. Termination of Employment

The Company shall be entitled to terminate this employment for any of the following causes:

- Dereliction of duties
 - Breach by the Employee of any of the terms of this appointment
 - Insubordination or failure to comply with directions given to you by persons so authorized by the Company.
 - Misuse or misappropriation of the Company's property.
 - Convicted for any offense involving moral turpitude.
- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its customers.

In the event the Company terminating your employment on any of the above grounds, the termination shall take effect immediately upon receipt of the communication by you and in any event not later than the expiry of 48 hours from the dispatch of letter terminating services. The Company may, without assigning any cause, terminate your employment after confirmation upon written notice to you, such notice to be effective seven (07) days from date of such notice or upon giving seven days' salary in lieu of notice.

13. Notice Period

After confirmation, you may terminate your employment upon written notice to the Company, such notice to be effective Thirty days after receipt thereof by the Company or by paying the company Thirty days salary in lieu of shortfall of notice period.

14. Past Record

If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any information material to your employment by the Company, you will be liable to be removed from the services of the Company without any notice or compensation whatsoever.

15. Address

The address indicated in your application form will be treated as the correct address for sending any communication to you and unless changed by written intimation by you, any communication addressed to you at that address would be deemed to have been correctly served.



16. Submission of Certificates and Photographs

At the time of joining, you are requested to submit a copy of all educational certificates, relieving letter from your previous employer, Form 16 from your previous employer, your last pay slip and a copy of your passport along with one stamp size photograph.

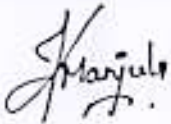
17. Employment Agreement

You shall be required to execute an employment agreement with the Company which shall set out the terms and conditions of your employment in detail. Should there be any inconsistency between the terms of this letter and the employment agreement; the terms of the employment agreement shall prevail.

- You are requested to confirm your acceptance of the terms and conditions contained herein by returning a signed copy of this letter.
- We wish you all the best and welcome you to BrainBees Solutions Pvt. Ltd.

Yours sincerely,

For BrainBees Solutions Pvt. Ltd.



Manjula Rao

VP HR

I accept the offer and agree to be bound by the terms and conditions set out in this letter.

- Signature:
- Name:
- Date:



Salary Structure		
Salary Components	Annual	Monthly
Basic	78072	6506
HRA	31229	2602
Conveyance	19200	1600
Children Education Allowance	4800	400
Reimbursement of Medical Expenses	15000	1250
Bonus	10200	850
City Travel Allowance	30000	2500
Special Allowance	6679	557
Gross Salary	195180	16265
Employer PF Contribution	9369	781
CTC	204549	17046
PF Employer Deduction	9369	781
PF Employee Deduction	9369	781
ESIC	3416	285
PT Contribution	2500	200
Net Take Home Salary	183311	15000

For BrainBees Solutions Pvt. Ltd.



Manjula Rao
VP HR





Linkruit : Nexus Of Ambitions

Kiran Adnan kiran@linkruit.com
 T: 0995 9400000
 C: kiran.gurha@regisita.edu.in

RNB Global University kiran.gurha@regisita.edu.in

Tue, Jan 16, 2018 at 12:19 PM

www.linkruit.com
 Executive & Board Search, HR Solutions, Psychological Testing & Assessment, Training & Certification

Dear Mr. Regisita,**Greetings From Linkruit!**

To like to introduce you to LINKRUIT, an amalgamation of experienced advisors and consultants, catering to the global need of human intelligence. We shoulder the responsibility of picking out the best people from a pool of seasoned talent, who would contribute in fulfilling organization goals and blend into their culture. We help place sharp and experienced people in middle to top managerial roles, including the ones holding primary responsibility. Having said that, we also help organizations with their executive training and recruitment needs.

Linkruit is more than just a traditional recruitment consulting firm. Apart from finding and screening candidates for our clients, we also partake in negotiating and closing the best deals while keeping in mind, the expectations and aspirations of both the employer and the employee. More importantly, we also provide demographic consulting and retention support.

Services We Offer:

- **Executive and Board Search** - We provide end to end search and recruitment solutions for all senior level executive jobs (CEOs, Director, VP level)
- **Permanent Placements** - We work with client organizations in filling specialized professional positions like lower & higher middle level, which form the core staffing strength of the organization.
- **Temporary Recruitment** - We involve ourselves in Mass talent search solutions to address massive expansions, new project implementation, new ventures etc.
- **Startup Hiring** - Tailor made recruitment services to strengthen the foundation of promising startups.
- **Training & Certification** - For Human Resource experts, we provide extensive training & development programs which give them a practical insight of the industry hence producing market-ready professionals.
- **Psychometric Test Analysis** - We offer statistical and verbal psychometric reasoning tests to companies who are looking to compare their potential candidates. We deliver simple and aptly affordable psychometric testing solutions for every business. All tests are standardized and well-accepted all over.
- **Reference Check** - Linkruit's professional reference check goes beyond what is based on their resume. Our reference check helps companies gain an additional level of information on their candidate and provides them greater insight into their candidate's work ethics and abilities.
- **Visa Assistance & Travel Services** - Our well experienced and professional team will assist you with all your visa/documentation inquiries and as well as any other travel-related needs.

Being a Recruiter is not Easy!

Working in the recruitment sector is no child's play. Trust us, hiring the right people for organizations requires more than just sifting through resumes. However, when you work with right people, the journey becomes an experience & worth undertaking. The Linkruit team has been built with passion and our aim is to become a company that people love working with. Having a people-centric culture, Linkruit has a personality that will match yours.

Recruitment Traits - Kindly refer the article in the given link to understand about the Recruiters traits. <https://linkruit.com/blog/15-qualities-great-recruiter-must-have>

What We Offer:**Flexible Work Environment**

We don't just say but mean it too. Work on projects that are of interest to you and utilize your skills to the fullest. Linkruit understands how organizations work in 21st century. We mean heavy work culture, become a part of a self-managing team.

Everyone is Equal

Whether you are intern, a senior employee or have just started your recruitment career with us, you will be treated as an equal. Everyone has a special role to play in Linkruit and we respect that.

Dynamic Team

The Linkruit team comprises of people with rich experience and diverse background allowing you to expand your horizon and improve knowledge. You will grow as our team grows. That's a promise!

Fast At Work

It's common for people to leave an organization after a couple of years. However, with Linkruit this won't be the case. We make it very hard for you to leave us. Working with Linkruit will give you growth, challenges, opportunities & above all comfort.

Position Offered : Talent Search & Client Acquisition specialist.**Job Description:**

- Sourcing /Screening, Coordinating Interviews as per the requirements.
- Determine applicant requirements by studying job description and job qualifications.
- Determine applicant qualifications by interviewing applicants, analyzing resumes, verifying references, comparing qualifications to job requirements.
- Evaluate applicants by discussing job requirements and applicant qualifications with managers, interviewing applicants on consistent set of qualifications.
- Head-hunting - identifying and approaching suitable candidates.
- Forwarding resumes and correspondence to forward to clients in respect of suitable applicants.
- Negotiating pay and salary rates and finalizing arrangements between client and candidates.
- Offering advice to both clients and candidates on pay rates, training and career progression.
- Involved in tasks related to HR Operations.
- Expand and enhance business relationship with customers and contribute to enhanced sales performance, profitability, customer satisfaction and market share.
- Coordinate meetings, calls and communications between management and clients.
- Developing and negotiating contracts, integrating contract requirements with business operations.
- Develop new marketing strategies to capture market channels with new clients.
- Brought new processes to firm for its growth, using various marketing strategies and communication skills in order to brand the firm in the market and attract new clients.
- Maintaining excellent relations with clients to generate avenues for additional business.

Skills Required:

- Excellent communication and customer service skills.
- Good sales and negotiation skills.
- A confident and positive attitude.
- The ability to work under pressure.
- A professional manner.
- Good organizational and administrative skills.

Salary : 2.88 LPA (Net Salary) + Quarterly Incentives (Based on performance)**Benefits:**

- Opportunity to work with Growing Organization and work for International/Startup Clients.
- Equality. Everyone has special role to play in Linkruit and we respect that.
- Dynamic Team. Our Team comprises of people with rich experience and diverse background allowing you to expand your horizon and improve knowledge. You will Grow as our team Grows.



2/13/2018

RNB Global University Mail - Linkruit : Nexus Of Ambitions

- Fast at Home: Working with Linkruit will give you Growth, Challenges, opportunities and stress all sorted.
- Become a part of self managing Team
- Tax Salary (No Deductions Except Professional Tax Rp. 200)
- Quarterly Bonuses
- Sixth Month Increment
- 1st and 4th Semester OIT
- Paid Leave

Location: Mirindilak (Surabaya)

Timing : 9.30-4.30 PM (Monday to Friday)

8.30-4.30 PM (Saturday & Sun-Saturday)

Office Address: 1101, Saleh Peleuk, Cirebon Street, Pahlawan, Ambarawa

Further for any assistance feel free to communicate

info@linkruit.com

LINKRUIT
NEXUS OF AMBITIONS

STRONGER THAN EVER

SALESMANSHIP

RIGHT EMPLOYEES

CUSTOMER FIRST

SACRIFICE

RISK

EXPECTATIONS & FINANCIAL PRESSURE

CRITICISM

SCRATCH

CELEBRATING

GLORIOUS YEARS

www.linkruit.com

Follow us on LinkedIn at <https://www.linkedin.com/company/linkruit>
Like us on Facebook at <https://www.facebook.com/linkruit>

Regard,
Kiran Sabak
HR Business Partner
+62 822792287
www.linkruit.com
"Nexus of Ambitions"
Ambition | Hustle | Drive | Output

Linkruit Brochure.pdf
67KB





Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

OFFER LETTER

Ms. Darshana Ranka D/O Mr. Meghraj Ranka

12th February 2018

Ranka Chopra Mohalla, New lane Gangasahar,
Bikaner, Rajasthan - 334001
Mobile # +91 08387093567

Dear Ms. Ranka

Congratulations on your appointment! We welcome you to Premier - *An innovation led company*, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- 1. DESIGNATION & FUNCTION:** You will be designated as Management Trainee.
- 2. LOCATION & DATE OF JOINING:** You will be based at Jodhpur, Rajasthan. You will be required to join as early as possible, however not later than 19th February 2018. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two months (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,

FOR PREMIER INFO ASSISTS PVT. LTD.


Authorized Signatory

NAME _____
HR MANAGER - OPERATIONS / SIGNING AUTHORITY



I, Darshana Ranka.....agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on19th February 2018



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC.175593

12th February 201

Compensation & Benefits

Name	Ms. Darshana Ranka	
Designation:	Management Trainee	
Location	Jodhpur, Rajasthan	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive	-	22,000
Gratuity	962	11,544
		15,000
TOTAL ANNUAL CTC (in Rs.)		3,01,000

- HRA** : Could be maximized to 50% of basic in metro and 40% in non metro.
- PF/TDS** : Will be deducted, if applicable.
- Mediclaim** : You will be covered under Mediclaim Policy upon completion of Probation Period.
- Gratuity*** : Gratuity will be paid on accrued basis at time of relieving from our company.
- Bonus*** : You will be entitled for a bonus of upon successful completion of 1 year in the organization. This will be payable on forth coming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTS PVT. LTD.

Darshana Ranka
Authorised Signatory



Darshana

MANAGER HUMAN RESOURCES / SIGNING AUTHORITY

Date: _____

PERSONAL & CONFIDENTIAL



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

OFFER LETTER

Mr. Ajit Bhura S/O Mr. Rajendra Bhura
Gharshishar Road, Siya Basti, Gangasahar,
Bikaner, Rajasthan - 334001
Mobile # +91 09782342790

12th February 2018

Dear Mr. Bhura

Congratulations on your appointment! We welcome you to Premier - *An innovation led company*, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

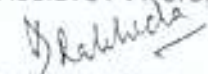
- 1. DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- 2. LOCATION & DATE OF JOINING:** You will be based at **Mumbai, Maharashtra**. You will be required to join as early as possible, however not later than **19th February 2018**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,
For PREMIER INFO ASSISTIS PVT. LTD.


Authorised Signatory

NAME _____
HR MANAGER – OPERATIONS / SIGNING AUTHORITY



I agree to accept employment on the terms and conditions
Mentioned in the above letter. I shall be reporting for duty on

R.O.: 201-204, Building No. 5, Sector-3, Near Ramada Hotel, Millennium Business Park, Mahape,
Navi Mumbai 400 710, INDIA Tel: +91 22 6609 8524 / 6609 8525 / 2778 2070



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

12th February 2018

Compensation & Benefits

Name	Mr. Ajit Bhura	
Designation:	Management Trainee	
Location	Mumbai, Maharashtra	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive	-	22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
TOTAL ANNUAL CTC (in Rs.)		3,01,000

HRA : Could be maximized to 50% of basic in metro and 40% in non metro.

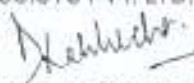
PF/TDS : Will be deducted, if applicable.

Mediclin : You will be covered under Mediclin Policy upon completion of Probation Period.

Gratuity* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus* : You will be entitled for a bonus of upon successful completion of 1 year of the organization. This will be payable on forth coming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFOASSISTS PVT. LTD.


Authorized Signatory



MANAGER HUMAN RESOURCES / SIGNING AUTHORITY
Date: _____

PERSONAL & CONFIDENTIAL



Ajit Bhura <ajit.bhura2016@rnbglobal.ac.in>

Career Opportunity with Premier Infoassist Pvt Ltd!!!

2 messages

Neha Roy <neha.roy@premierinfo.biz>
To: ajit.bhura2016@rnbglobal.ac.in
Cc: Sushil Bafana <bafana.sushil@premierinfo.biz>

7 February 2018 at 13:54

Dear Ajit,

Your CV has been shortlisted for the next round, please fill up the candidate profiling form attached.

Kindly go through our company url:-
<https://www.geminicorp.be/> (*Parent Company)

*Please Note: Premier Info assist Pvt Ltd is a outsourced partner of Gemini Corp.

--
Thanks & Regards,

Neha Roy

AM – Human Resources

Premier InfoAssists Pvt. Ltd.
201-204, Building No. 5, Sector-3, Near Ramada Hotel,
Millennium Business Park, Mahape, Navi Mumbai-400701 (India)
Phone: + 91 - 22 – 27782070, Extn -1449
Email: neha.roy@premierinfo.biz

3 attachments

- Candidate Profiling Form.xls
44K
- Company Profile - Gemini Corporation N.V. (1).pdf
294K
- Gemini - Profile (1).pdf
4944K



Ajit Bhura <ajit.bhura2016@rnbglobal.ac.in>
To: Neha Roy <neha.roy@premierinfo.biz>

7 February 2018 at 21:02

Respected Mam

Please find my attachment
[Quoted text hidden]

- Candidate Profiling Form (1).xls
41K



Premier InfoAssists Pvt. Ltd.

201-204, Building No. 5, Sector-3, Near Ramada Hotel, Millennium Business Park,
Mahape, Navi Mumbai - 400 710, Tel: +91 22 2778 2070, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

COMPANY PROFILE GEMINI CORPORATION N.V.

Our Founding Chairman Mr. Surendra Borad Patawari believes "We are born, and are fully geared, to make the world a better place to live".

Premier InfoAssists Pvt. Ltd. is a 10 year old company engaged in providing business services to MNCs in Europe and USA. Gemini Corporation N.V., Belgium has been our one of the most prominent associate since inception. They have 24 associate offices across Europe, UK, United States, Canada, China, Vietnam, Brazil, Pakistan, Mexico, UAE and India. They have expanded recently in Japan & Australia and have plans to expand further in South & North America, South Africa, Mauritius and New Zealand.

Gemini's Chairman and CEO, Mr. Surendra Borad Patawari, is also the Chairman of the Plastic Committee at the Bureau of International Recycling, the world's largest forum for stakeholders of the recycling community. He has been selected for the prestigious ICAI Award 2015 under "CA Global Achiever".

About Gemini Corporation:

- Founded in 1989
- Group turnover is about USD 520 million and growing at a good pace every year.
- Having a worldwide team of more than 200 professionals in Gemini and its associate offices.
- Over the years Gemini has extended its operations from that of Recyclable Plastic, Recyclable Steel and Wood to that of Recyclable Rubber, Stock lot Paper, Oleo and Agricultural products.
- Exporting over 50,000 TEU (Twenty-Foot Equivalent Unit - Containers) per annum to more than 50 countries.
- Market share of 22.97% in the total export of Plastic Scrap from Belgium.
- Gemini's Environment of Management System is ISO 14001:2004 Certified.

Gemini Awards & Achievements:

- The Belgium Chambers of Commerce has awarded Gemini with Excellent Enterprise in 2012.
- Advisor to European Union on policy matters related to recycling.
- Dun & Bradstreet credit rating: 2A1 (D-U-N-S number is 37-292-6378) since 2006.
- Among top 3 Nominee for "Best Shipper of the Year" in Europe at OTM Awards 2015.



Corporate Social responsibility is not only a practice but a tradition in the Gemini group.

- Planted and maintaining about 1 lac trees in Thar Desert of Rajasthan.
- Two schools functional in Rajasthan for more than 15 years, providing free Education, books and uniforms to about 500 students.
- Adopted 8 villages in Rajasthan since a decade providing free-of-cost consultation and medication, benefitting about 300 patients a day.
- Sponsoring, organizing and promoting various cultural events every year for more than a decade.
- Initiated "Clean it All" Mission in 2015 to make Momasar village in Rajasthan the cleanest village in India.

With Gemini's phenomenal growth in the recent years, we have seen an increasing demand for young & talented executives at all levels in our organization.

Branch Office: Plot # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, RJ - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178,



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

OFFER LETTER

Ms. Priyanka Baid D/O Mr. Narendra Baid
C/O Vijay Singh Baid, Rani Bazar, Near Bhunwar Enclave,
Bikaner, Rajasthan - 334001
Mobile # -91 08385091238

12th February 2018.

Dear Ms. Baid

Congratulations on your appointment! We welcome you to Premier - *An innovation led company*, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

1. DESIGNATION & FUNCTION: You will be designated as **Management Trainee**.

2. LOCATION & DATE OF JOINING: You will be based at **Jodhpur, Rajasthan**. You will be required to join as early as possible, however not later than **19th February 2018**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.

3. PROBATION PERIOD: You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.

4. PAST RECORD: If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.

5. NOTICE PERIOD: During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,

For PREMIER INFOASSISTS PVT. LTD.


Authorised Signatory

NAME _____
HR.MANAGER – OPERATIONS / SIGNING AUTHORITY



I agree to accept employment on the terms and conditions

Mentioned in the above letter. I shall be reporting for duty on



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur -- 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

12th February, 2018

Compensation & Benefits

Name	Ms. Priyanka Baid	
Designation:	Management Trainee	
Location	Jodhpur, Rajasthan	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive		22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
TOTAL ANNUAL CTC (in Rs.)		3,01,000

HRA : Could be maximized to 50% of basic in metro and 40% in non metros.

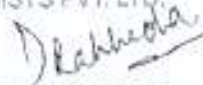
PF/TDS : Will be deducted, if applicable.

Mediclaim : You will be covered under Mediclaim Policy upon completion of Probation Period.

Gratuity* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus* : You will be entitled for a bonus of upon successful completion of 1 year in the organization. This will be payable on forthcoming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTIS PVT. LTD.


Authorised Signatory



MANAGER HUMAN RESOURCES / SIGNING AUTHORITY

Date _____

PERSONAL & CONFIDENTIAL



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

OFFER LETTER

Ms. Riddhima Chandak D/O Mr. Kailash Chandra Chandak
S-D-16 Hudeo, JNV Colony, Bikaner,
Rajasthan - 334001
Mobile # +91 9460928272

28th February 2018

Dear Ms. Chandak

Congratulations on your appointment! We welcome you to Premier - An innovation led company, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- 1. DESIGNATION & FUNCTION:** You will be designated as Management Trainee.
- 2. LOCATION & DATE OF JOINING:** You will be based at Navi Mumbai, Maharashtra. You will be required to join as early as possible, however not later than 05th March 2018. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly, For PREMIER INFO ASSISTS PVT. LTD.

NAME Hemant Pathak
HR MANAGER - OPERATIONS / SIGNING AUTHORITY

I Riddhima Chandak.....agree to accept employment on the terms and conditions
Mentioned in the above letter. I shall be reporting for duty on 05th March 2018



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

28th February 2018

Compensation & Benefits

Name	Ms. Riddhima Chandak	
Designation:	Management Trainee	
Location	Navi Mumbai, Maharashtra	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive	-	22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
TOTAL ANNUAL CTC (in Rs.)		3,01,000

HRA : Could be maximized to 50% of basic in metro and 40% in non metro.

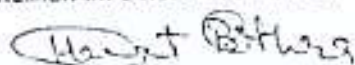
PF/TDS : Will be deducted, if applicable.

Mediclaim : You will be covered under Mediclaim Policy upon completion of Probation Period.

Gratuity* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus* : You will be entitled for a bonus of upon successful completion of 1 year in the organization.
This will be payable on forth coming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTS PVT. LTD.


Authorised Signatory



MANAGER HUMAN RESOURCES / SIGNING AUTHORITY

Date: _____

PERSONAL & CONFIDENTIAL



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur - 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007P1C175593

OFFER LETTER

Mr. Yogesh Duggar S/O Mr. Nirmal Kumar Duggar
Gandhi Chowk, Behind Bafna Clinic,
Gangasahar, Bikaner, Rajasthan - 334001
Mobile # +91 08233522732

12th February 2018

Dear Mr. Duggar

Congratulations on your appointment! We welcome you to Premier – *An innovation led company*, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- 1. DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- 2. LOCATION & DATE OF JOINING:** You will be based at **Jodhpur, Rajasthan**. You will be required to join as early as possible, however not later than **19th February 2018**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,

For PREMIER INFO ASSISTS PVT. LTD.

Authorised Signatory

NAME _____
HR MANAGER – OPERATIONS / SIGNING AUTHORITY

I, Yogesh Duggar agree to accept employment on the terms and conditions

Mentioned in the above letter. I shall be reporting for duty on 19th Feb 2018



Date: 5th February 2018
Ref No: QD/ JPR/2017-18/ OL/1462

To,
Mr Zeshan Mirza

Subject : Offer Letter

This has reference to your application and the subsequent interviews you had with us. We are pleased to make you an offer for the position of "Sales Consultant" at Bikaner location. You will be given a Letter of Appointment on joining.

Attached is a copy giving details of your salary package. (Refer Annexure A)

Your appointment is subject to:

1. You're joining the services of the company on or before **6th February 2018**.
2. Your written acceptance of the offer letter.
3. The verification of your testimonials.
4. Us receiving satisfactory reports from your references.
5. You are found medically fit for the job.
6. Copy of police verification certificate.

You will be on probation for a period of 6 months from the date of joining and this can be extended for a further period at the Company's discretion.

During probation & confirmation 30 days of Notice period needs to be served before leaving organisation. Any sort of available leaves will not be adjusted against the notice period. Learning and Development cost of Rs. 50,000/- will be charged, in case you decide to leave the organization before 6 Months

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions.

We look forward to you joining our team and hope it is the beginning of a mutually fulfilling association.

For QDegrees Services Pvt. Ltd.

Divyanka Bansal
Executive H.R.

I have read and accept the terms and conditions:

Date of Joining : _____ Signature : _____

Date : _____



Name:	Zeshan Mirza	
Function:	Field Operations	
Location :	Jaipur	
Designation:	Sales Consultant	
Compensation Break up	Monthly	Annual
Basic	5628	67296
HRA	2804	33648
Conveyance	800	9600
Special Allowance	5401	65370
Lunch allowance	1350	16200
Gross	15023	180276
Deductions		
PF - Employee Contributions	671	8076
ESI - Employee Contribution	161	1932
Total Deductions	834	10008
Employers Contribution		
PF - Employer Contributions	738	8856
ESI - Employer Contributions	438	5256
Total	1176	14112
CTC A	17199	206388
Performance Bonus (Variable Pay)	801	9614
Total CTC	18000	216002
Take Home	15189	182268

Ratings	Meaning	Bonus %	Bonus Amount	Total CTC
OS	Outstanding	125%	32017	218405
VG	Very Good	100%	32017	216203
G	Good	100%	32017	216002
ME	Meet Expectation	50%	4807	211195
NI	Need Improvement	0	0	206388

Performance Bonus is an annual Pay-out and will be paid only if you are active into the system at the time of Pay-out, not serving the notice period.



For QDegrees Services Pvt. Ltd.

Divyanka Bansal
Executive H.R.

I have read and accept the terms and conditions:

Date of Joining : _____ Signature : _____

Date : _____

Offer Letter_ (Joining_by 15th March, Mumbai Office)

3 messages

Kimmi Bangia <kimmi@premierinfo.biz>

23 February 2018 at 20:33

To: ashish.buchha2016@rnbglobal.ac.in

Cc: Rajendra Sancheti <rajendra@gemnicorp.eu>, Sandeep Patawari <sandeep.patawari@gemnicorp.eu>

Dear Ashish

We are glad to hear from you and wish for an enduring relationship with you.

Attached is the Offer Letter. Please go through it and send us the signed scanned copy of the same.

We will furnish Appointment Letter to you on the day of your joining.

Wishing you all the best for your career.

Thanks & Regards


Kimmi Bangia | Sr. Office Coordinator

Premier Info Assists Pvt. Ltd.

Contact: 0291-6651200

| Ext: 1245 |



 Offer Letter_Ashish Kumar Buchha.pdf
1202K

Ashish Buchha <ashish.buchha2016@rnbglobal.ac.in>

12 March 2018 at 16:57

To: kimmi@premierinfo.biz

Respected Sir/ Ma'am,

I, Ashish Buchha will not be able to accept the offer letter due to some reasons. I got an opportunity to be a part of a new project which I was trying from last few months.

Sorry for inconvenience.

Regards

Ashish Buchha

[Quoted text hidden]

Ashish Buchha <ashish.buchha2016@rnbglobal.ac.in>

12 March 2018 at 16:57

To: RNBGU / Manjoo Saraswat <manjoo.saraswat@rnbglobal.edu.in>

[Quoted text hidden]



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA

Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz

CIN: U72200MH2007PTC175593

OFFER LETTER

Mr. Ashish Kumar Buchha S/O Mr. Loon Karan Buchha
Kochron ka Chowk, Bikaner, Rajasthan - 334001
Mobile # +91 9462560395

23rd February 2018

Dear Mr. Buchha

Congratulations on your appointment! We welcome you to Premier – An innovation led company, wishing you a long and meaningful career with us.

COMPENSATION & BENEFITS: The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- 1. DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- 2. LOCATION & DATE OF JOINING:** You will be based at **Mumbai, Maharashtra**. You will be required to join as early as possible, however not later than **15th March 2018**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,

For PREMIER INFO ASSISTS PVT. LTD.

NAME _____
HR MANAGER – OPERATIONS / SIGNING AUTHORITY



Iagree to accept employment on the terms and conditions
Mentioned in the above letter. I shall be reporting for duty on



Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz
CIN: U72200MH2007PTC175593

23rd February 2018

Compensation & Benefits

Name	Mr. Ashish Buchha	
Designation:	Management Trainee	
Location	Mumbai, Maharashtra	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive	-	22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
TOTAL ANNUAL CTC (in Rs.)		3,01,000

- HRA : Could be maximized to 50% of basic in metro and 40% in non metro.
- PF/TDS : Will be deducted, if applicable.
- Mediclaime : You will be covered under Mediclaime Policy upon completion of Probation Period.
- Gratuity* : Gratuity will be paid on accrued basis at time of relieving from our company.
- Bonus* : You will be entitled for a bonus of upon successful completion of 1 year in the organization. This will be payable on forth coming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.



For PREMIER INFO ASSISTS PVT. LTD.

Ashish Buchha
Authorised Signatory

MANAGER HUMAN RESOURCES / SIGNING AUTHORITY

Date: _____

PERSONAL & CONFIDENTIAL

R.O.: 201-204, Building No. 5, Sector-3, Near Ramada Hotel, Millennium Business Park, Mahape,
Navi Mumbai 400 710, INDIA Tel: +91 22 6609 8524 / 6609 8525 / 2778 2070

OFFER LETTER

Date: 15/01/2018

Name: Amar Singh

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided.

Duration: 3-4 Days

Induction Location: Pune

2. Job Location: PUNE

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)

(*Refer to serial no. 6 for List of Mandatory documents/items)

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be 3.60 lacs (2.4 LPA fixed + Variable) annually, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.



Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060

Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training which will be linked to your salary.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (at the job location only)
- g. Valid Driving License copy
- h. Helmet (at the job location only)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution

(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:






Sangvika Rajvanshi
HR and Business Coordinator

Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

OFFER LETTER

Date: 15/01/2018

Name: Arju Khan

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided.

Duration: 3-4 Days

Induction Location: Pune

2. Job Location: PUNE

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)

(*Refer to serial no. 6 for List of Mandatory documents/items)

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be **3.60 lacs (2.4 LPA fixed + Variable) annually**, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.



Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training which will be linked to your salary.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (at the job location only)
- g. Valid Driving License copy
- h. Helmet (at the job location only)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution
(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:






Sangvika Rajvanshi
HR and Business Coordinator

Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

OFFER LETTER

Date: 15/01/2018

Name: Salony Joshi

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided.

Duration: 3-4 Days

Induction Location: Pune

2. Job Location: PUNE

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

*(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)*

*(*Refer to serial no. 6 for List of Mandatory documents/items)*

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be 3.60 lacs (2.4 LPA fixed + Variable) annually, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.



Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training which will be linked to your salary.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (at the job location only)
- g. Valid Driving License copy
- h. Helmet (at the job location only)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution
*(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)*

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:




Sangvika Rajvanshi
HR and Business Coordinator



Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

OFFER LETTER

Date: 15/01/2018

Name: Rochak Goswami

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided.

Duration: 3-4 Days

Induction Location: Pune

2. Job Location: PUNE

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)

(*Refer to serial no. 6 for List of Mandatory documents/items)

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be 3.60 lacs (2.4 LPA fixed + Variable) annually, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.



Address:

11th Floor, Citadel, Palace Orchard, Undri, Pune – 411060

Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training which will be linked to your salary.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (at the job location only)
- g. Valid Driving License copy
- h. Helmet (at the job location only)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution
(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:



Sangvika Rajvanshi
HR and Business Coordinator



Address:

11th Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443



Leeladhar Upadhyay <leeladhar.upadhyay2016@rnbglobal.ac.in>

HDFC Bank Appointment Letter - Leeladhar Upadhyay - 009269

2 messages

Ashish.Bhatia1@hdfcbank.com <Ashish.Bhatia1@hdfcbank.com>

18 June 2018 at 18:41

To: leeladhar.upadhyay2016@rnbglobal.ac.in

Cc: bharathhdfcbank@gmail.com, Venkatesh160786@gmail.com, offerletter@hdfcbank.com, Preemployment.Helpdesk@in.hdfcbank.com, Ashish.Bhatia1@hdfcbank.com

Dear Leeladhar Upadhyay

Congratulations and Welcome to HDFC Bank!

Please find attached the Appointment Letter which outlines the terms of your employment. The enclosed information is designed to serve as an introduction to the Bank and has brief inputs on the employee benefits applicable to you.

You can access the enclosed Appointment Letter using your Applicant ID as password. Since we have commenced with issuance of Digitally Signed letters, issuance of physical copies has been discontinued.

Please note SMS will be sent to your registered mobile no. with Onboarding App link. You are requested to download the Onboarding App, through which you can accept your offer and provide your Tentative Date of Joining as well.

Link for the app : <http://onelink.to/5464sf>
(kindly access this link only through Smart Phone)

In the field for subscription ID, please input HDFC.

You are requested to comply with the following:

1. Confirm your Tentative Date of Joining through the App.
2. Complete a few Mandatory Elearning modules, the details of which would be shortly shared by our Learning and Development Team.
3. Carry the following documents (in original) on the date of joining.
 - a) Relieving Letter from the previous Organisation or Resignation Confirmation.
 - b) Education Qualification Certificates from 10th to PG (or as applicable) along with mark sheets and completion certificates.
 - c) KYC Document & both Address & ID Proof & this document is also required for opening Salary Account with the Bank.
 - d) Two Passport size photograph for opening Bank Account.
 - e) Pan Card.
 - f) Aadhar Card.

Please contact us for any clarification or any queries.

For HDFC Bank Ltd

Human Resources

This communication is computer generated and may not contain signature.

009269_Leeladhar.pdf
106K



Leeladhar Upadhyay <leeladhar.upadhyay2016@rnbglobal.ac.in>

25 July 2018 at 19:13

Draft To: Ashish.Bhatia1@hdfcbank.com

Cc: bharathhdfcbank@gmail.com, Venkatesh160786@gmail.com, offerletter@hdfcbank.com, Preemployment.Helpdesk@in.hdfcbank.com

Accepted.


[Quoted text hidden]



8/25/22, 1:16 PM

RNB Global University Mail - HDFC Bank Tentative Offer letter - Leeladhar Upadhyaya

on the contents of this message or any accompanying document is strictly prohibited and is unlawful. The organization is not responsible for any damage caused by a virus or alteration of the e-mail by a third party or otherwise.
Regd. Office : HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (W), Mumbai - 400 013. "

 Tentative Offer- Leeladhar Upadhyaya.pdf
170K

Leeladhar Upadhyay <leeladhar.upadhyay2016@rnbglobal.ac.in>
To: Ashish.Bhatia1@hdfcbank.com

15 June 2018 at 11:13

Dear Sir,

Yes I accepted this offer letter.
Thank You
Regards
Leeladhar Upadhyay
[Quoted text hidden]



Grade	Trainee	Current Grade	XXXXXXXXXX
TOTAL COST OF EMPLOYMENT SALARY AND ALLOWANCES	Per Month	Annual	
Base Salary	7,500	90,000	
Lunch Allowances	910	10,920	
Conveyance Allowance	1,600	19,200	
Medical	1,250	15,000	
Other Allowance	12,840	154,080	
City Allowances	1,000	12,000	
Total Gross (A)	25,100	301,200	
Provident Fund	900	10,800	
Super Annuation	0	0	
Total Fixed Pay(B)	900	10,800	
GRAND TOTAL (A+B)	26,000	312,000	
Hospitalisation: You will be entitled to the hospitalisation benefit under the hospitalisation scheme prevailing in the Bank which is currently 200000 p.a.			
Gratuity: As per Gratuity Act.			
Superannuation: Superannuation (Applicable to employees in Band E4 and Above): The amount mentioned is the annual contribution to the Superannuation Fund, as per company policy. It is not a cash component of Salary. As per current policy the employee is required to work for minimum 5 years in Band E4 (Senior Manager) and above to qualify for the superannuation scheme.			
Performance Bonus: As per Policy.			
NOTE: Staff Loan is Applicable post confirmation.			



OFFER LETTER

Date: 15/01/2018

Name: Sourabh Jain

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided.

Duration: 3-4 Days

Induction Location: Pune

2. Job Location: PUNE

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

*(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)*

*(*Refer to serial no. 6 for List of Mandatory documents/items)*

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be 3.60 lacs (2.4 LPA fixed + Variable) annually, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.



Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060

Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training which will be linked to your salary.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (at the job location only)
- g. Valid Driving License copy
- h. Helmet (at the job location only)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution
*(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)*

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:




Sangvika Rajvanshi
HR and Business Coordinator



Address:

11rd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443