

August 11, 2022

Ms. Pooja Trimbak Auti

10/16/1073, Lane No. 07, Near Koyana Niwas,
Vijay Nagar, Dighi, Pune , Maharashtra – 411015.

Dear Ms. Pooja,

Subject: Offer Letter

This has reference to your interview, assignment and subsequent discussion you had with us.

We are now pleased to offer you a position as **Trainee Analyst – Scientific Information** at our office in Pune.

CTC : Rs. 2,61,771 per annum
Probation Period : 6 months
Joining Date : 22nd August, 2022

Please indicate your acceptance of this offer by 16th August, 2022 by signing and returning this letter by email.

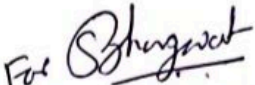
This offer is subject to your obtaining a Medical Fitness Certificate.

Our office working hours currently are 0900 till 1800 Hrs on Monday till Friday and Saturday may be working depending on work situation.

You shall be entitled for the compensation as mentioned under Annexure A, attached herewith

We wish you a rewarding and successful career with us.

Sincerely,


For Jyoti Singh
Jyoti Singh, PhD
VP – Sci-Edge

I accept the above offer.


Ms. Pooja Trimbak Auti

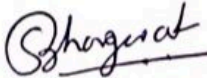
Annexure - A
CTC for FY 2022-23

Sr. No.	Particulars	Amount in INR
A	Fixed Annual Salary	2,17,140
B	Annual Performance incentive (Paid quarterly)	6,930
	Statutory Bonus*	9,044
	Total of B	15,974
A+B	Gross Annual Earnings	2,33,114
C	Employer's contribution to EPF	21,600
	Employer's contribution to ESIC	7,057
	Total of C	28,657
A+B+C	Gross Annual CTC	2,61,771

*Performance Incentive is applicable only after successful completion of the probation period.

*Statutory Bonus - this is an indicative amount. Actual payment will be based on the provisions of The Payment of Bonus Act, 1965 which may revised from time to time.

*Employee Provident Fund (EPF) mentioned above is an indicative amount and subject to change according to amendments in Employees Provident Fund & Miscellaneous Provisions Act, 1952 and the notification issued from time to time.

For 
 Jyoti Singh, PhD
 VP – Sci-Edge