



ConceptsEra Education Pvt. Ltd.
Kaikondrahalli,
Bengaluru - 560035
Karnataka

Date: 25th September, 2023

OFFER LETTER

To,
Mr. Akash Kumar
Bengaluru, Karnataka

Dear Akash,

Subject: Offer Letter

Congratulations! Concerning your application, we are pleased to offer you an appointment as an Analyst in ConceptsEra Education Private Limited effective from 02nd October 2023.

LOCATION

You will be based out of our office in Bangalore.


During the course of your employment with the Company, you shall be required to perform services for the Company in adherence to the Company's rules and regulations set forth through various policies and informed to you from time to time.

COMPENSATION

The compensation details are mentioned in Annexure 1.

TRANSFERABILITY

Your employment with the Company can be transferred to any department of the Company as the Company may determine, from time to time as per its business needs. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and will be subjected to the law of the land. Such transfers will not automatically create any rights to a revision in your salary or result in any modification to the other terms and conditions of your employment. Your employment with the Company shall also stand transferred, in case of an acquisition or a merger, to an external entity that acquires the Company or the new entity formed by the merger.


PRINCIPAL
INTERNATIONAL SCHOOL OF MANAGEMENT EXCELLENCE
Bangalore
Sy. No. 68, Chembanahalli, Near Dommasandra Circle,
Sarjapur Road, Bangalore 562 125 INDIA

PROBATION AND CONFIRMATION

You shall be on probation for a period of Two months and subject to satisfactory performance, your services shall then be confirmed. At the end of the probation period, you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company. Alternatively, if at any time during the probationary period, your performance is not deemed 'satisfactory', the company may choose to extend your probationary period. In all such instances, you would be notified by your manager. The Company reserves the right to terminate your employment at any time, as described in 'employment termination' section below.

ANNUAL LEAVE

You will be entitled to 24 days of leave in a financial year. In addition, you will also be entitled to public holidays, approved by the Company. You should avail all your leave entitlement for the year, within the same financial year. Annual leave which is not used in the year shall not be accrued or carried forward. In case the date of your joining is during the course of the year, the Annual leave entitlement will be calculated at a pro-rated basis.

ABSENCE FROM WORK

No salary will be paid for periods of unauthorized absence. Subject to you following the absence rules laid down by the Company, normal pay will be continued during periods of authorized absence due to sickness, subject to any service criteria that may exist from time to time.


CONFIDENTIALITY

You will not utilize or divulge to any person, firm, or body corporate, without the approval of the appropriate authority of the Company, such technical or commercial information and knowledge about the business, trade secrets, knowledge about Intellectual Property manufacturing process, etc., of the Company, which you may acquire during the course of your employment.

In addition to the foregoing, you also agree to sign and be bound by the terms of the Non-Disclosure Agreement with the Company before or on the day of your joining.

RIGHT OF THE COMPANY

The Company reserves the right to change any terms and conditions related to employment, mentioned in the Offer Letter and the Rules and Regulations governing the conduct of the employee in the Company. The Company reserves the right to amend, change, alter, or modify any of the above terms and conditions of this offer letter, as may be required under any applicable regulatory requirements, applicable legislation, and Rules and Regulations governing the conduct of the employee in the Company.


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Bangalore
Sy. No. 20, Chembanahalli, Near Chamrasandra Circle,
Surajpur Road, Bangalore - 562 125 India


Annexure 1

COMPENSATION STRUCTURE

Particulars	Amount (Rs.) –Per Month	Amount (Rs.) – Per Annum
Basic Salary	14,583.34	1,75,000.00
HRA	5,833.34	70,000.00
Special Allowance	8,750.00	1,05,000.00
Sub Total (A)	29,166.68	3,50,000.00

Variable Compensation:

The Variable Compensation will be paid at the discretion of the Management and subject to changes, if any from time to time.



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Sarjapur Road, Bangalore 562 125 INDIA



Kindly sign and return a copy of this appointment letter, signifying your acceptance of all the terms and conditions as described.

We look forward to a great career for you with ConceptsEra Education Pvt. Ltd. team.

Yours sincerely


Anurag Raj Tripathy

For ConceptsEra Education Private Limited.



Accepted by:


Akash Kumar



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Sy. No.68, Chembanahalli, Near D. R. Ambedkar Circle,
Sarjapur Road, Bangalore INDIA

