

Miss Namrata Ashok Kumbhar

June 30, 2020

Kumbhar Galli,
A/P Kale
Taluka Panhala
Dist Kolhapur

Sub: Appointment as Trainee Software Developer

Dear Miss Namrata,

We refer to the interviews you had with us, we have pleasure in offering you the post of Trainee Software Developer. You shall join us on 1st July 2020. The terms and conditions of this appointment are as mentioned below.

1. Compensation

You shall be paid INR 3,000/- (Rs. Three Thousand Only) per month as consolidated stipend during the first three months of training period. Based on your performance as a trainee, during the initial 3 months, your stipend shall be revised. Income Tax and other government taxes, as may be applicable, will be borne by you and would be deducted from your salary / stipend.

2. You will be under training for a period of one year from the date of your joining. On satisfactory completion of the training period, you will be confirmed and placed on a regular post. In absence of any such letter from the management, your training period will be deemed to be terminated. Your services may be terminated without assigning any reason at any time during this period. You will be entitled to 12 leaves during the training period.

3. After confirmation, your services are terminable, without assigning any reason, by giving two month's notice by either party, the Firm retains the right to give pay in lieu of the notice period.

4. You shall faithfully serve the Firm, obey its lawful commands, keep its secrets diligently and carefully, learn and perform such work and business as may be entrusted to you regularly during such hours as may be prescribed and perform such duties as may be assigned.

5. You will not disclose any commercial, financial, legal, strategic and other expertise information relating to the process, technicalities, design, trade secrets and technology of the Firm to any outsider or business rivals of the employer.
6. You will not deal with the customers / business associates of the Firm, except for the purpose of performance of your duties, in any manner and shall not supply any information including pricing, marketing and sales, automated systems, information and documentation by any mode of communication which is capable of causing loss to the Firm.
7. You will not engage yourself without the prior consent in writing of the Firm in any capacity, business or activity, which may be prejudicial to the Firm's interest.
8. You will not, during your training / employment, undertake or carry out or be connected by any manner whether directly or indirectly through any of your relations or association, in any other business, occupation, trade or profession whatsoever. you will devote your whole time and attention to your duties with the Firm.
9. During your employment and thereafter, any process, practice, discovery or invention developed or acquired by you and/or the Firm in the course of discharging of the assigned duties, shall remain the sole property of the Firm and the same shall not be used in any manner whatsoever by you without Firm's specific knowledge and express permission, in writing.
10. You shall be eligible, as they become applicable, for Provident Fund benefit, Medical Facilities, Bonus & Gratuity under the prevailing Firm Rules and other applicable laws from time to time and made applicable to the permanent employees.
11. You will keep us informed of any change in your residential address, family and/or civil status.
12. In case any verbal / written information provided by you during the interview, turns out to be false or partly untrue or incomplete, your appointment shall be terminated.

For all other matters you will be governed by the rules and regulations issued / amended from time to time.

If you are willing to accept the appointment on the terms and conditions stated above, please sign and return the duplicate copy of this appointment letter.

Wish you a fulfilling career and happy association with our organization.

Thanking you,

Yours Faithfully

For Real Time Applications Center LLP



Jitendra Kine
Founder and Managing Partner

Above terms and conditions of my appointment letter are acceptable to me unconditionally

Miss Namrata Ashok Kumbhar