

# Offer of Employment

## UX Engineer

Manikanta Manchiganti, 4-207, Khadi Bhandar, Turangi, Kakinada, East Godavari District, A.P

Dear Manikanta,

Following your interview with us, we are pleased to offer you the position of "UX Engineer" in Divami Design Labs Pvt. Ltd., subject to your acceptance of the terms and conditions contained herein.

## Compensation

We are pleased to offer you an annual compensation of **3.2 Lakhs per annum** (Three Lakhs and twenty thousand Only) paid in monthly installments. The detailed breakup of the compensation is available in the Annexure.

## Prerequisite

You have to bring 3 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

## Place of work

You will report into our office at 3<sup>rd</sup> floor, #301, Vasista Bhavan, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad - 500032 on or before 15th July, 2019 at 9.30 AM. Your initial place of work would be at the above mentioned office and we may also depute you to any work, or assign your services to any of our existing or future affiliates, clients or associates.

## Internship Period

You will join us as an intern on/before 15th July, 2019. During the period of your internship, a stipend of Rs.12,500/- will be paid on a monthly basis to cover the living expenses. Post the internship, at the time of joining as a full time employee and subject to performance during the internship period, you will be entitled to the Actual CTC.

**divami**

Divami Design Labs Pvt Ltd

#301, Vasista Bhavan, 3rd Floor, HIG - 9A & 10A, A.P.H.B Colony, Gachibowli, Hyderabad, India - 500 032

+91 99591 58822, info@divami.com, www.divami.com

CIN - U72200TG2008PTC062302



Admission Slip  
SURAMPALLEN  
11/7/19

- directly or indirectly contact, seek or accept employment with any third party (including past, present or prospective customers) that you have interacted with, or have provided any services to whether directly or indirectly during the course of your employment with the company. You acknowledge that any violation of this obligation may result in legal proceedings for actual damages ensued to the Company; or
- directly or indirectly, contact, recruit, solicit or hire any of the employees of the Company, or induce or attempt to induce any employee of the Company to terminate his/her employment with, or otherwise cease or damage his/her relationship with the Company.
- The offer is extended relying on your representation that you suffer no incapacities, either legal or contractual, from accepting this offer of employment or fulfilling any of the potential employment responsibilities, which may include but is not limited to, your non-compete obligations with your previous employer/s.

If you agree to these terms and conditions, kindly confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention within a week from the date of receipt of this letter.

We at Divami are impressed by your skills and hope that you shall help us build an even more successful Company, while developing an excellent career for yourself.

If you have any questions, please do not hesitate to call us. We welcome you to the Divami family and wish you a rewarding career over the years to come.

Yours sincerely,



Naveen Puttagunta

CEO

Divami Design Labs Pvt. Ltd.

I have read and understood the terms and conditions of the above Appointment Offer and I unconditionally accept the same without any reservations whatsoever.

Signed by:

Name:

Date:

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SURAMPalem



### Annexure

#### CTC Breakup

Components	Annual Amount (INR)	Monthly Amount (INR)
Basic Salary	1,28,000	10,667
House Rent allowance	51,200	4,267
Special allowance	125,440	10,453
Employer's contribution to PF	15,360	1280
Gross CTC	3,20,000	26,667

#### Typical Monthly Paycheck calculations

Components	Amount (INR)
Gross Salary	26,667
Deductions	
Professional Tax	200
Employer's contribution to PF	1280
Employee contribution to PF	1280
Income Tax (TDS) (approx.)*	0
Medical Allowance**	0
Monthly Take Home Salary (approx.)	23,907

\* Income Tax Deduction is based on your specific tax situation and may vary from the approximate amounts listed.

\*\* Medical allowance will be paid every quarter and will be tax deductible upon submission of medical receipts.

The employee and dependents (spouse and 2 children) will be covered under the company's group health insurance scheme with an annual coverage of 5 Lacs, and the employee will be covered for Term life Insurance of 5 times Annual CTC up to Rs.30 Lakhs. Both these plans are paid for by the company in addition to the CTC.



Naveen Puttagunta  
CEO

Accepted  
Employee Name:  
Date:

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